



# BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, THE BUCKINGHAM CENTRE,  
VERNEY CLOSE, BUCKINGHAM MK18 1JP

Telephone/Fax: (01280) 816 426

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

Town Clerk: Mr C. P. Wayman

Tuesday, 23 June 2015

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held at 7pm on **Monday 29<sup>th</sup> June 2015** following the Extraordinary meeting of the Planning Committee at 6.30pm 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. Co-option

To receive an application and short presentation from Ms J Bates

**Appendix A**

### 4. Annual Statutory Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 11<sup>th</sup> May 2015.

**Copy previously circulated BTC/01/15**

### 5. Full Council Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 11<sup>th</sup> May 2015.

**Copy previously circulated BTC/03/15**

### 6. Extraordinary Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 11<sup>th</sup> May 2015.

**Copy previously circulated BTC/02/15**

### 7. Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 8<sup>th</sup> June 2015.

**Copy previously circulated IM/01/15**

Buckingham



Twinned with Mouvaux, France



## 8. Planning Committee

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

- Monday 18<sup>th</sup> May 2015

**Copy previously circulated PL/01/15**

An amended wording was proposed by Cllr. Harvey, seconded by Cllr. Strain-Clark, and **RECOMMENDED** that "The Plan recognises that to best ensure the viability of these particular sites (I & K) the level of Affordable Housing may be required by external agencies to be adjusted from the Plan's standard 35%."

Proposed by Cllr. Hiron, seconded by Cllr. Harvey and **RECOMMENDED** that clause 5 of the Committee's Terms of Reference be amended to read  
5.1 In the event of an inquorate meeting, the Chairman, Vice-Chairman and the Mayor may agree a response;  
5.2 In the event of a time-sensitive application, Members will correspond by email to agree a Committee response; should one or more Councillors not respond in due time, their response shall be deemed to be "No Objection".

48.2 To receive and agree the Terms of Reference for the Tree subcommittee

Proposed by Cllr. Hiron, seconded by Cllr. Smith, and **RECOMMENDED** that the Tree Subcommittee be dissolved as tree applications are no longer consulted upon. Tree applications will continue to be listed in the agenda for information, and should Members wish to make a comment, this would be covered by the existing Standing Order 12.4 of the Planning Committee.

- Monday 8<sup>th</sup> June 2015

**Copy previously circulated PL/02/15**

Proposed by Cllr Harvey, seconded by Cllr Strain-Clark and **RECOMMENDED** that this Council ask AVDC to review its planning decision at Lace Hill on the pedestrian access from Cotton End.

## 9. Environment Committee

To receive the minutes and confirm the recommendations therein of the Environment Committee meeting held on Monday 2015.

**Copy circulated with this agenda E/01/15**

## 10. Town Centre and Events Committee

To receive the minutes and confirm the recommendations therein of the Town Centre and Events Committee meetings held on Tuesday 26<sup>th</sup> May 2015.

**Copy previously circulated TCE/01/15**

## 11. Resources Committee

To receive the minutes and confirm the recommendations therein of the Finance, Administration and Personnel Committee meeting held on Monday 15<sup>th</sup> June 2015.

**Copy circulated with this agenda R/01/15**

Proposed by Cllr P Collins, seconded by Cllr O'Donoghue and **RECOMMENDED** that the Personnel sub Committee can only make recommendations with regards to hiring, remuneration and termination of employment.

Members **RECOMMENDED** the Town Action Commission paper to Full Council.

*A copy is attached for Members information*

**Appendix B**

## 12. Action List

To receive and discuss the list

**Appendix C**

**13. Annual Return**

To receive and agree the Annual Accounts return as follows:

13.1 Section 1 – Accounting statements 2014/2015

13.2 Section 2 – Annual governance statement 2014/2015

**Appendix D**

**14. Buckingham Neighbourhood Plan**

14.1 To receive the Examiners report

14.2 To receive the revised Neighbourhood Plan

14.3 To agree a proposed referendum date of 20<sup>th</sup> August or 17<sup>th</sup> September

**Appendix E**

**Appendix F**

**15. Lace Hill Playing Fields and Pavilion – Cllr Stuchbury**

To request an update from the Town Clerk

**16. 3<sup>rd</sup> Buckingham Scouts Group – Cllr Stuchbury**

To request an update from the Town Clerk following the Council's agreement to support a bid for the New Homes Bonus

**17. Well St United Church**

To receive a request and presentation from Reverend Tim Edworthy and associates

**Appendix G**

**18. Public Toilets**

18.1 To receive an update from the Town Clerk

18.2 To receive a letter from the Manager, Waitrose

**Appendix H**

**19. (21/15) Buckingham Partnership**

Proposed by Cllr Stuchbury, seconded and **AGREED** to bring the subject of the re-formation of the Buckingham Partnership back to a Full Council meeting, and suggest agenda items.

**20. Dispensation**

To agree to renew and submit dispensation forms

**Appendix I**

**21. Allowances for Parish and Town Councillors**

To receive a letter from AVDC

**Appendix J**

**22. Bucks & MK Sport and Activity Partnership**

To receive an invitation to nominate for Bucks & MK Sport Awards nomination

**Appendix K**

**23. Community Centre**

To receive a verbal update from the Town Clerk

**24. To receive reports from District and County Councillors**

**25. Reports from Representatives on Outside Bodies**

Members are asked to note the reports listed below:

Buckingham & Gawcott Charitable Trust Minutes of a meeting held 15 April 2014

Buckingham Twinning Association Minutes of a meeting held 6<sup>th</sup> May 2015

Buckingham Access for All Group Minutes of a meeting held 8<sup>th</sup> June 2015

AVALC Minutes 2<sup>nd</sup> June 2015

**Appendix L**

**Appendix M**

**Appendix N**

**Appendix O**

**26. Mayoral Engagements**

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

Functions the Mayor has attended:

12/5/15 Banbury Mayor Making

16/5/15 Brackley Mayor Making

18/5/15 Bicester Mayor Making  
19/5/15 Interview with students from Buckingham University  
19/5/15 Meet students from our Twin Town of Mouvaux  
21/5/15 CAB meeting  
22/5/15 Rotary Club International inspiration day at Buckingham School  
24/5/15 Music in the Market  
27/5/15 The Speaker's Reception at the State Rooms  
29/5/15 Mayor Making  
30/5/15 WI centenary at the Old Gaol  
05/6/15 Aylesbury Mayor Making  
11/6/15 Reception at RAF Halton  
13/6/15 Moretonville Junior Football Club presentation day  
14/6/15 Comedy Night  
16/6/15 Oxford Fiddle Group at Radcliffe Centre  
18/6/15 Karaoke at New Inn  
19/6/15 Open Day at Maid Moreton Hall Care Home  
20/6/15 Rotary swimathon awards presentation on Bucks Civic Day  
20/6/15 Music night

Functions the Deputy Mayor has attended:

16<sup>th</sup> May Start Park Run  
11<sup>th</sup> June Officer's Mess social at RAF Halton  
21<sup>st</sup> June Newport Pagnell Civil Service  
27<sup>th</sup> June Banbury Civic parade for the Freedom of the QOOH

## **27. News Releases**

## **28. Chair's Announcements**

**29. Date of the next meeting:** Interim Council – Monday 27<sup>th</sup> July 2015  
Full Council - Monday 17<sup>th</sup> August 2015

### Jenny Bates

I came to live in Buckingham with my two teenage daughters almost 17 years ago and have enjoyed putting down roots here after many years of living abroad in Holland and in the Dutch Caribbean.

I worked for many years as a senior HR manager with Bedfordshire Community Health Services. As a result of this I have extensive knowledge of the NHS, and am also accustomed to working within the public sector. I retired in 2012 and spent the first year of my retirement planning and successfully project managing the building of an extension and updating my home. Having completed that, I decided to return to work and have worked for the past two years as an HR manager at the University of Bedfordshire. As an HR manager, I use a range of skills on a daily basis which I believe would be invaluable as a town councillor. For example, I communicate with staff and managers at all levels, deal with complex staff problems, assimilate complex information, manage change across the organisation, manage a team, negotiate, coach staff and am a good listener as well as keeping up to date with employment legislation.

Before becoming a HR practitioner, I worked in marketing and public relations in both Amsterdam and Curacao. In Curacao I presented a daily local radio news programme in English for the many non-Dutch speaking residents on the island, which I wrote and translated myself.

I will be retiring for a second time at the end of June, this time probably for the last time, although I intend getting involved locally in voluntary work. I have been involved previously in volunteer work with the Guide Association when I started a Rainbow group in Little Chalfont for girls from 4 to 6 years which I ran for several years on Saturday mornings.

I have a keen interest in developments in the NHS, and particularly in the care of the elderly, having shared caring responsibilities for my elderly mother until last year.

If I am co-opted, I am excited by the prospect of getting involved in trying to preserve the best of what Buckingham has to offer now, as well as helping to shape Buckingham for the future, although I am equally aware of the constraints of the town council's role. I am concerned about the type and level of development taking place in the town and the associated increased traffic and the impact on the environment, the town's schools, health facilities and historic buildings. I am aware of the need for development, but feel that the necessary controls need to be in place and that any development needs to fit in with the character of the town.

I would like to see more being done to 'beautify' the town with planting and trees and wonder whether it is possible to involve local groups and individuals in such efforts.

Proposal for the Town Council to design, convene and run the **first**

# Town Action Commission

---

## Introduction

Many of the challenges faced by the Town Council in moving forward on our ambitions for the town<sup>1</sup>, is that much of the action necessary lies outside our direct control. However, we can exercise *local leadership* and far greater influence by bringing together partner agencies and the public in a collaborative search for actions that will make a positive difference to our Town. This document is about one such way to do this.

We are all acquainted with the idea of a select or scrutiny committee - both at national and local levels. A group of politicians chooses a subject in which to inquire, a range of experts and stakeholders are invited to present their ideas and be quizzed/interrogated by the panel of politicians and then a report is compiled to recommend ways forward. There are elements of this, that I want us to weave into the idea of a Town Action Commission (TAC).

However, I think we can add something more while making it proportionate to the resources we have and the issues in question. One of the downsides of the parliamentary select committees is that they can often appear to be quite confrontational. This makes for good TV of course and with the backing of the state, changes can be driven forward. But we need something different. I think we need something more collaborative and engaging.

The extra ingredient is to make a TAC something more like a 'whole system' approach. By this I mean an inquiry process that focuses on harnessing *creativity* (finding new & elegant solutions to old problems), *commitment* (by engaging people to take action without being forced to) and *complexity* (recognising that there are many angles which need to be woven together).

What follows is my proposal for a process that blends select committee interrogation with whole system inquiry & resolution.

## The vision

I am imagining the TAC happening on one particular day. The morning will be spent in 'select committee mode' where a range of people will be invited to present their ideas and be questioned by a mixed panel of town councillors and members of the public. Following a DIY lunch (perhaps the TC can stump up some tea/coffee/biscuits) the afternoon will be spent in creative conversations,

---

<sup>1</sup>Our 3 year objectives 1) The Completion of a successful Neighbourhood Plan and ensuring that the plan is being used appropriately to judge planning permissions within the town 2) Improved community Spirit 3) Established greater active engagement with local Partners and Public 4) Promoted and improved economic activity within the town 5) Maintained, improved and expanded our green and open spaces (including allotments and cemetery) 6) Maintained Quality Council Status 7) Developed an effective resources plan (to include an income generation plan, adequate staffing to achieve our ambitions and good value council processes) 8) Make Buckingham an even more attractive town/parish (including improved infrastructure)

considering the ideas discussed in the morning and formulating a collective plan of action / recommendations.

Finally a short report (not a long turgid bureaucratic book!) will be published as a record of the discussions and the agreements made to take actions forward. Some measures will be agreed to monitor progress which will be monitored by the council.

## The plan

My suggestion is we focus the first TAC on “**How can we make Buckingham Town Centre more parent/child friendly**”. I have other ideas for future TACs but this one seems like a good place to start: it is relatively discrete, it is of high interest to cross section of people, it is likely to engage other agencies and (I think...) there are some 'doable' actions which could be taken forwards.

Here are the stages we need to embark upon:

1. Town Council agrees to sponsor this initiative and sign off on the first subject
2. TC appoints a councillor to chair the TAC and two deputy chairs
3. These three councillors meet with Town Clerk or other officer to plan the detail of what next
4. At least two members of the public are recruited to join in and form the TAC inquiry group
5. This group designs and prepares for the TAC day:
  - o Clarifies the purpose & scope of the day
  - o Designs the process / agenda of the day
  - o Decides who needs to be invited and how to involve others
  - o Identifies the key questions & matters to be explored
  - o Organises the logistics of the day, including how it will be reported on
6. The TAC day happens!
7. The short TAC report is produced and presented to the appropriate Town Council meeting for discussion and sign-off.
8. The report is disseminated - especially to partner agencies who need to take action

## Conclusion

The Resources Committee of the Town Council is asked to discuss this paper, in the first instance, being the committee with the overview of the TC's business plan. The Committee is asked to recommend this approach to the Town Council for approval.

Cllr Jon Harvey  
18 May 2015

## ACTION LIST

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

Subject	Meeting date/ Minute	Form	Response received
Festival of Health	30 <sup>th</sup> June 2014 133.1/14	<b>Town Clerk</b> to explore possibility	
Councillors Photographs	30 <sup>th</sup> June 2014 133.4/14	<b>Cllr. Newell</b> to arrange for invoicing	
Toilets	28 <sup>th</sup> July 2014 220/14	<b>DTC &amp; TC</b> to arrange for the construction	On Agenda
20mph Speed Limits	6 <sup>th</sup> Oct 2014 389/14	To complete report on 20mph areas following information gathered on accidents	
Community Centre Lease	6 <sup>th</sup> Oct 2014 393/14	Draw up funding Plan for Community Centre	Having to affect roof repairs currently seeking quotes
Cycling Signage	19 <sup>th</sup> Jan 2015 643/14	Work with BCC and other parishes – discuss with Canal Society and BCC cycling route	Discussions with BCC have commenced
S106 discussions	19 <sup>th</sup> Jan 2015 643/14	Write to Secretary of State ref legal position; publicly express desire to negotiate with AVDC	Awaiting formal response however, AVDC now more engaging
University Access	11 <sup>th</sup> May 2015 22/15	Talk to the University about Evac Chairs and disabled access	Met with new Estates Manager. Cllr. Strain-Clark will also arrange meeting



# Local Councils in England

## Annual return for the financial year ended 31 March 2015

---

Local councils in England with an annual turnover of £6.5 million or less must complete an annual return in accordance with proper practices summarising their activities at the end of each financial year. In this annual return the term 'local council' includes a Parish Meeting, a Parish Council and a Town Council.

The annual return on pages 2 to 5 is made up of four sections:

- Sections 1 and 2 are completed by the person nominated by the local council.
- Section 3 is completed by the external auditor appointed by the Audit Commission.
- Section 4 is completed by the local council's internal audit provider.

Each council must approve this annual return no later than 30 June 2015.

### 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 sections highlighted in green. Do not leave any green box blank. Incomplete or incorrect returns require additional external audit work and may incur additional costs.

Send the annual return, together with your bank reconciliation as at 31 March 2015, an explanation of any significant year on year variances in the accounting statements and any additional information requested, to your external auditor by the due date.

Your external auditor will identify and ask for any additional documents needed for their work. Therefore, unless requested, do not send any original financial records to the external auditor.

Once the auditor has completed their work, certified annual returns will be returned to the local council 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 2015.

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' Guide for local councils 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)

# Section 1 – Accounting statements 2014/15 for

Enter name of reporting body here: BUCKINGHAM TOWN COUNCIL Council/Meeting

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

	Year ending		Notes and guidance
	31 March 2014	31 March 2015	
Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.			
1 Balances brought forward	484250	504843	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 (+) Annual precept	482912	527259	Total amount of precept received or receivable in the year. Excludes any grants received.
3 (+) Total other receipts	152752	165041	Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here.
4 (-) Staff costs	255000	259249	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 council's borrowings (if any).
6 (-) All other payments	355369	433394	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	504843	499798	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	522273	488836	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 other long term investments and assets	2442640	2487489	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March
10 Total borrowings	64358	63454	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11 Disclosure note Trust funds (including charitable)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No N/A		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 2015 the accounting statements in this annual return present fairly the financial position of the council 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 the council on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date

## Section 2 – Annual governance statement 2014/15

We acknowledge as the members of:

BUCKINGHAM TOWN COUNCIL

Council/Meeting

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 2015, that:

	Agreed		Yes means that the council
	Yes	No	
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.			prepared its accounting statements in the way prescribed by law.
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 the council 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 has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5 We carried out an assessment of the risks facing the council 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 council 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 the council.
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 the council 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 Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.			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 the council 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 the council will address the weaknesses identified.

# Section 3 – External auditor certificate and report 2014/15

## Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Audit Commission Act 1998 as transitionally saved, for the year ended 31 March 2015 in respect of:

*Buckingham Town Council*

Council/Meeting

### Respective responsibilities of the body and the auditor

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

- summarises the accounting records for the year ended 31 March 2015; and
- confirms and provides assurance on those matters that are important to our audit responsibilities.

Our responsibility is to review the annual return in accordance with guidance issued by the Audit Commission (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 council:

(continue on a separate sheet if required)

External auditor signature

External auditor name

Date

Note: The Audit Commission issued guidance in its Standing Guidance, which is applicable to external auditors' work on 2014/15 accounts.

# Section 4 – Annual internal audit report 2014/15 to

*BUCKINGHAM TOWN COUNCIL*

Council/Meeting

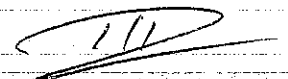
The council's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2015.

Internal audit has been carried out in accordance with the council'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 the council.

Internal control objective	Answer. Please circle only one of the following		
	Yes	No	Not covered
A Appropriate accounting records have been kept properly throughout the year.	YES		
B The council's financial regulations have been met, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	YES		
C The council assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	YES		
D The annual precept 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 council 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, were supported by an adequate audit trail from underlying records, and where appropriate debtors and creditors were properly recorded.	YES		
K Trust funds (including charitable) The council met its responsibilities as a trustee.			N/A

For any other risk areas identified by the council (list any other risk areas below or on separate sheets if needed) adequate controls existed:

Name of person who carried out the internal audit *PHILIP R HOOD FMAA T*

Signature of person who carried out the internal audit  Date *13/05/2015*

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 2014/15 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 audit. Both NALC and SLCC 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 green boxes), and is properly signed and dated. Avoid making any amendments to the completed return. But, if this is unavoidable, make sure the amendments are drawn to the attention of and approved by the council, properly initialled and an explanation is provided to the external auditor. Annual returns containing unapproved or unexplained amendments will be returned unaudited and may incur additional costs.
- 3 Use the checklist provided below. Use a second pair of eyes, perhaps a council member or the Chair, to review your 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 notify the external auditor of 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 council 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 1). 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 2. 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.
- 8 Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2014) equals the balance brought forward in the current year (Box 1 of 2015).
- 9 Do not complete section 3. The external auditor will complete it at the conclusion of the audit.

Completion checklist	No answers mean you may not have met requirements	Done?
All sections	All green boxes have been completed?	
	All information requested by the external auditor has been sent with this annual return? Please refer to your notice of audit.	
Section 1	Council approval confirmed by signature of Chair of meeting approving accounting statements?	
	An explanation of significant variations from last year to this year is provided?	
	Bank reconciliation as at 31 March 2015 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 council is a sole managing trustee? NB: Do not send trust accounting statements unless requested.	
Section 2	For any statement to which the response is 'no', an explanation is provided?	
Section 4	All green boxes completed by internal audit and explanations provided?	

\*Note: Governance and Accountability for Local Councils in England – A Practitioners' Guide is available from your local NALC and SLCC representatives or from [www.nalc.gov.uk](http://www.nalc.gov.uk) or [www.slcc.co.uk](http://www.slcc.co.uk)

# BUCKINGHAM NEIGHBOURHOOD PLAN

Buckingham Neighbourhood Plan Examination,  
A Report to Aylesbury Vale District Council

by Independent Examiner, Nigel McGurk BSc(Hons) MCD MBA MRTPI

Nigel McGurk

Erimax Land, Planning and Communities

[erimaxltd.com](http://erimaxltd.com)

June 2015

## **Contents:**

### **1. Introduction**

### **2. Basic Conditions and Development Plan Status**

### **3. Background Documents and Buckingham Neighbourhood Area**

### **4. Public Consultation**

### **5. The Neighbourhood Plan: Introductory Section**

### **6. The Neighbourhood Plan: Policies**

- **Housing and Phasing**
- **Design, Heritage and Environment**
- **Culture, Leisure and Health**
- **Economy and Education**
- **Infrastructure**
- **Developer Contributions**
- **Site Specific Requirements**

### **7. Summary**

### **8. Referendum**



## 1. Introduction

### The Neighbourhood Plan

This Report provides the findings of the examination into the Buckingham Neighbourhood Plan (referred to as the Neighbourhood Plan).

Neighbourhood planning provides communities with the power to establish their own policies to shape future development in and around where they live and work.

*“Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and deliver the sustainable development they need.”*  
(Paragraph 183, National Planning Policy Framework)

Buckingham Town Council is the *qualifying body*<sup>1</sup> responsible for the production of this Neighbourhood Plan. This is in line with the aims and purposes of neighbourhood planning, as set out in the Localism Act (2011), the National Planning Policy Framework (2012) and Planning Practice Guidance (2014).

This Examiner’s Report provides a recommendation as to whether or not the Neighbourhood Plan should go forward to a Referendum. Were it to go to Referendum and achieve more than 50% of votes in favour, then the Plan would be *made* by Aylesbury Vale District Council. The Neighbourhood Plan would then be used to determine planning applications and guide planning decisions in the Buckingham Neighbourhood Area.

### Role of the Independent Examiner

I was appointed by Aylesbury Vale District Council, with the consent of Buckingham Town Council, to conduct an examination and provide this Report as an Independent Examiner. I am independent of the qualifying body and the local authority. I do not have any interest in any land that may be affected by the Neighbourhood Plan and I possess appropriate qualifications and experience. I am a chartered town planner and an experienced Independent Examiner of Neighbourhood Plans. I have extensive land, planning and development experience, gained across the public, private, partnership and community sectors.

As the Independent Examiner, I must make one of the following recommendations:

- a) that the Neighbourhood Plan should proceed to Referendum, on the basis that it meets all legal requirements;
- b) that the Neighbourhood Plan, as modified, should proceed to Referendum;

---

<sup>1</sup>The qualifying body is responsible for the production of the Plan.

- c) that the Neighbourhood Plan does not proceed to Referendum, on the basis that it does not meet the relevant legal requirements.

If recommending that the Neighbourhood Plan should go forward to Referendum, I must then consider whether or not the Referendum Area should extend beyond the Buckingham Neighbourhood Area to which the Plan relates.

In examining the Plan, I am also required, under Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990, to check whether:

- the policies relate to the development and use of land for a designated Neighbourhood Area in line with the requirements of Section 38A of the Planning and Compulsory Purchase Act (PCPA) 2004;
- the Neighbourhood Plan meets the requirements of Section 38B of the 2004 PCPA (the Plan must specify the period to which it has effect, must not include provision about development that is excluded development, and must not relate to more than one Neighbourhood Area);
- the Neighbourhood Plan has been prepared for an area that has been designated under Section 61G of the Localism Act and has been developed and submitted for examination by a qualifying body.

Subject to the contents of this Report, I am satisfied that all of the above points have been met.

#### Neighbourhood Plan Period

A neighbourhood plan must specify the period during which it is to have effect. The title page of the Neighbourhood Plan states that it covers the period 2011-2031. The Foreword and Para 1.2 of the Neighbourhood Plan Period also refer to the plan period up until 2031. In addition, Para 1.4 of the Basic Conditions Statement specifies the period during which the Neighbourhood Plan is to have effect.

Taking the above into account, I confirm that the Neighbourhood Plan satisfies the relevant requirement in this regard.

## Public Hearing

According to the legislation, *when the Examiner considers it necessary* to ensure adequate examination of an issue, or to ensure that a person has a fair chance to put a case, then a public hearing must be held.

However, the legislation establishes that it is a general rule that neighbourhood plan examinations should be held without a public hearing – by written representations only.

Further to consideration of the written representations submitted, I confirmed to Aylesbury Vale District Council that I was satisfied that the Buckingham Neighbourhood Plan could be examined without the need for a Public Hearing.

## 2. Basic Conditions and Development Plan Status

### Basic Conditions

It is the role of the Independent Examiner to consider whether a neighbourhood plan meets the “basic conditions.” These were *set out in law*<sup>2</sup> following the Localism Act 2011. In order to meet the basic conditions, the Plan must:

- have regard to national policies and advice contained in guidance issued by the Secretary of State;
- contribute to the achievement of sustainable development;
- be in general conformity with the strategic policies of the development plan for the area;
- be compatible with European Union (EU) and European Convention on Human Rights (ECHR) obligations.

I have examined the Neighbourhood Plan against all of the basic conditions above.

The Basic Conditions Statement, prepared by Buckingham Town Council, addresses the basic conditions. I note that the basic conditions are set out in their correct form, as per the legislation, in the Basic Conditions Statement. I make this comment further to some recent examinations, where plan-makers have mistakenly paraphrased the basic conditions and as a result, inadvertently changed their meaning. I confirm that this is not the case here.

### European Convention on Human Rights (ECHR) Obligations

I am satisfied that the Neighbourhood Plan has regard to fundamental rights and freedoms guaranteed under the ECHR and complies with the Human Rights Act 1998 and there is no substantive evidence to the contrary.

### European Union (EU) Obligations

The Basic Conditions Statement confirms that there are no European sites within the Neighbourhood Area, or in close proximity to it, that would need to be considered under the Habitats Directive. Consequently, no European sites would be affected by the Policies of the Neighbourhood Plan and there was no requirement for a Habitats Regulations Assessment in accordance with EU Habitats Regulations.

---

<sup>2</sup> Paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990.

A Sustainability Appraisal (SA) was submitted alongside the Buckingham Neighbourhood Plan. There is no legal requirement for a neighbourhood plan to have a sustainability appraisal<sup>3</sup>. However, the Neighbourhood Plan seeks to allocate land for development. The allocation of development land is recognised as one of the limited circumstances where a neighbourhood plan *could* have significant effects. According to Planning Practice Guidance (11-027) the Neighbourhood Plan “*may fall within the scope of the Environmental Assessment of Plans and Programmes Regulations 2004 and so require a strategic environmental assessment.*”

As part of the initial preparation for the Plan, a Scoping Report was prepared, consulted upon and then published in August 2012. Subsequent elements of the SA were published and underwent consultation, at the same time as the Pre-Submission version of the Neighbourhood Plan. Consultees included Aylesbury Vale District Council, Natural England, the Environment Agency and English Heritage. Comments received were considered by the Town Council prior to the production of the final version of the SA, submitted together with the Neighbourhood Plan.

Whilst a neighbourhood plan must be compatible with EU obligations, the content of an SEA supporting it need only be proportionate to the plan itself. Under guidance issued by the Secretary of State, a Strategic Environmental Assessment is required to

*“focus on the environmental impacts which are likely to be significant. It does not need to be done in any more detail, or using more resources, than is considered to be appropriate for the content and level of detail in the neighbourhood plan.”* (Planning Practice Guidance 11-030)

The SA tests the objectives of the Neighbourhood Plan against the SA framework; tests options for development against the SA framework, and includes consideration of the scope for improvement and mitigation of the various options; it considers the preferred option for development; and it provides for ongoing monitoring of the SA. A comprehensive site assessment report was carried out and the whole process was undertaken in an open and transparent manner.

I note that evidence has been submitted to demonstrate that the SA was integral to the plan-making process. Taking all of the above and the information before me into account, I am satisfied that the SA process was robust and was carried out in an appropriate manner.

National guidance establishes that the ultimate responsibility for determining whether a draft neighbourhood plan meets EU obligations is placed on the local authority and Aylesbury Vale District Council has not raised any concerns in this regard.

---

<sup>3</sup> Paragraph 026, Planning Practice Guidance 2014.

*“the local planning authority must decide whether the draft neighbourhood plan is compatible with EU regulations.” (Planning Practice Guidance 11-031)*

Taking all of the above into account, I am satisfied that the Neighbourhood Plan is compatible with EU obligations.

### **3. Background Documents and Buckingham Neighbourhood Area**

#### Background Documents

In undertaking this examination, I have considered various information in addition to the Buckingham Neighbourhood Plan. This has included:

- National Planning Policy Framework (The Framework) (2012)
- Planning Practice Guidance (2014)
- Town and Country Planning Act 1990 (as amended)
- The Localism Act (2011)
- The Neighbourhood Planning Regulations (2012)
- Aylesbury Vale Local Plan (2004)
- Basic Conditions Statement
- Consultation Statement
- Sustainability Appraisal
- Site Assessment
- Various Appendices

Also:

- Representations received during the publicity period

In addition, I spent an unaccompanied day visiting the Buckingham Neighbourhood Area.

#### Buckingham Neighbourhood Area

A plan showing the boundary of the Buckingham Neighbourhood Area is set out in Figure 1.1 on page 6 of the Neighbourhood Plan.

Further to an application made by the Town Council, Aylesbury Vale District Council approved the designation of Buckingham as a Neighbourhood Area on 24 November 2014.

This satisfied a requirement in line with the purposes of preparing a Neighbourhood Development Plan under section 61G (1) of the Town and Country Planning Act 1990 (as amended).

## 4. Public Consultation

### Introduction

As land use plans, the policies of neighbourhood plans form part of the basis for planning and development control decisions. Legislation requires the production of neighbourhood plans to be supported by public consultation.

Successful public consultation enables a neighbourhood plan to reflect the needs, views and priorities of the local community. It can create a sense of public ownership, help achieve consensus and provide the foundations for a successful 'Yes' vote at Referendum.

### Buckingham Neighbourhood Plan Consultation

Buckingham Town Council submitted a Consultation Statement to Aylesbury Vale District Council. This sets out who was consulted and how, together with the outcome of the consultation. In this regard, the Consultation Statement meets the requirements of the neighbourhood planning *regulations*<sup>4</sup>.

The Consultation Statement presents an audit trail to demonstrate that consultation was comprehensive and was sustained over a significant period of time. Further to consultation on the Sustainability Appraisal scoping report and a survey of sports clubs and organisations during May 2012, a series of events followed over the course of the same year. These included a Stakeholders Meeting, a Public Open Day, a Young People's Event and a Young Carers Meeting, during the Autumn, followed by a number of events and surveys over the Christmas period and into the New Year. The latter of these included the meeting of a Town Centre Stakeholder Group, a Survey delivered to 5300 homes and businesses, and a University event.

All of the above provided significant information to feed into the preparation of draft policies and was recorded, in the form of Consultation Feedback, produced in May 2013.

Amongst other meetings and events, a Development Vision Roadshow was held in September, with invitees including known developers with an interest in Buckingham, local landowners, agents and neighbouring Parish Councils. Developer presentations were displayed and over 150 visitors attended.

Pre-Submission Consultation was held between November 2013 and January 2014. This was supported by a wide range of events, to encourage clarification and feedback. Comments were taken into account and a second Pre-Submission Consultation was held during July and August 2014. Again, this was supported by a

---

<sup>4</sup>Neighbourhood Planning (General) Regulations 2012.



series of events, including three days of “Drop-Ins.” Comments were duly considered and any resultant changes incorporated.

A third Pre-Submission Consultation was subsequently held. This too, was supported by three Drop-In days. Notably, over 200 comments were received further to an online survey relating to the consultation period. The comments received were considered and a number of changes were made and incorporated into the Neighbourhood Plan.

The Consultation periods were widely publicised in various ways, including via the Town Council’s website, public notices in the Buckingham Advertiser, posters on local noticeboards, the distribution of information to all addresses in the town – including a mini booklet containing the Proposals Map and a summary of policies, emails and town centre banners.

Taking into account the evidence provided, I am satisfied that consultation was carried out in an open and comprehensive manner. The views of the wider community were actively sought and were taken into account, meaning that the results of consultation helped to shape the Neighbourhood Plan. The production of the Neighbourhood Plan was supported by robust public consultation.

The extent of the consultation undertaken demonstrates that Buckingham Town Council undertook public consultation above and beyond that required by legislation. I am satisfied that the public consultation process was robust.

## 5. The Neighbourhood Plan – Introductory Section

**Where modifications are recommended, they are presented as bullet points and highlighted in bold print, with any proposed new wording in italics.**

The policies of the Neighbourhood Plan are considered against the basic conditions in Chapter 6 of this Examiner’s Report. I have also considered the Introductory Section of the Neighbourhood Plan and make recommendations below. These are aimed at making it a clear and user-friendly document.

One of the first things noticeable about the Neighbourhood Plan is the use of photographs and figures, as well as the use of boxes and different colours to separate text. All of this makes for a distinctive and well-presented document.

The Contents page is clear and the Foreword is brief and informative. I note that the final paragraph of the Foreword would not be relevant to a made plan. I recommend:

- **Delete final paragraph of Foreword and “...so far...” from preceding paragraph.**

### Introduction and Background

The Introduction provides useful background, although parts of it will become out of date relatively early in the plan period. I recommend:

- **Delete Para 1.3**

Paragraph 1.6 is repetitive and therefore unnecessary. I recommend:

- **Delete Para 1.6**

It is confusing to refer to student accommodation as part of the provision of housing for Buckingham. I recommend:

- **Para 1.7 Change first and second sentence to “*The BNDP provides for 617 dwellings and in addition, for 400 student units, in light of...Buckingham.*”**

This section goes on to clearly and simply set out the reasons behind the housing allocation in the Neighbourhood Plan. I recommend that the start of Para 1.12 is also made clearer and simpler by shortening it to:

- **“*A Sustainability Appraisal has been...*”**

Paras 1.17 to 1.22 refer to matters that are out of date. I recommend:

- **Delete Paras 1.17 to 1.22**

The whole of Chapter 2 comprises interesting and relevant information relating to the Neighbourhood Area. I don't recommend any changes.

#### Vision, Objectives, Vision of Buckingham in 2031

These Chapters provide a clear link between the topics considered and the responses received further to consultation, and the policies of the Neighbourhood Plan. Together, they provide an important link between the introductory sections of the Neighbourhood Plan and the policies that follow.

## 6. The Neighbourhood Plan – Neighbourhood Plan Policies

**NB, Where necessary, the recommended changes in this Policy will require associated revisions to the introductory page/summary at the beginning of each Policy section.**

I note that an objector to the Neighbourhood Plan considers that “A Neighbourhood Plan cannot be consistent with the requirements of the Framework or the Neighbourhood Plan Basic Conditions if it is progressed on a development plan that is out of date.”

However, in this situation, national policy is crystal clear:

*“Neighbourhood plans...can be developed before or at the same time as the local planning authority is producing its Local Plan...”* (Planning Practice Guidance 41/009).

Neighbourhood plans can afford communities with direct power to provide up to date planning policy that may otherwise not exist due to the absence of an up to date Local Plan. I also note that Planning Practice Guidance goes on to state that:

*“Where a neighbourhood plan is brought forward before an up-to-date Local Plan is in place the qualifying body and local planning authority should discuss and aim to agree the relationship between policies...”* (41/009).

There is evidence in this case to demonstrate a working relationship between Aylesbury Vale District Council and the qualifying body, Buckingham Town Council, with regards the Neighbourhood Plan. Aylesbury Vale District Council itself refers to:

*“...the ongoing dialogue between AVDC and Buckingham Town Council since the plan started to be developed.”* (Letter from Aylesbury Vale District Council to Buckingham Town Council 23 April 2015).

## Housing and Phasing

This section opens by setting out the objective of providing a diverse housing stock to meet the needs of people today and in the future. The Para before Policy HP1 is confusing as fails to properly distinguish between student accommodation and dwellings. It also provides unnecessary background commentary. I recommend:

- **Delete the second paragraph at the top of page 31**

## Policy HP1 – Allocate land for 617 new dwellings

Policy HP1 is a positive policy that supports the development of housing at sites in Buckingham. However, as worded, the detail of the Policy itself is unclear. Whilst there is reference to the “Total Reserve” in Table 1 and further information in the supporting text, there is no information regarding the Reserve Site in Policy HP1. I recommend:

- **Add at the end of Policy HP1 “The reserved allocated site, Site M, will only be required if one or more of the allocated sites, with a total of 80 outstanding units, is not brought forward before 2025.”**
- **Delete Paras 6.1 and 6.2**

The title of Policy HP1 specifically refers to 617 new dwellings, yet the Policy itself states that the numbers of dwellings at each allocation “are indicative.” This is confusing. I recommend:

- **Change title of Policy HP1 to “Allocate land for around 617 dwellings”**

It is confusing to refer to a document that does not yet exist, for example “any applicable Local Plan.” I recommend:

- **Delete “...and any applicable Local Plan.”**

Policy HP1 does not place a maximum figure on the number of houses that can be built in the Neighbourhood Area over the plan period, but by allocating residential land – including reserve land – it provides for certainty and for growth. In this way, it contributes to the achievement of sustainable development and has regard to national policy’s support for sustainable growth.

I consider that Paras 6.3 and 6.4, and the two tables that follow, provide detail that is potentially confusing and that detracts from the simplicity and clarity of Policy HP1. The text and tables appear to have been included to provide some kind of justification for Policy HP1, but instead introduce a whole range of different information. The production of the Neighbourhood Plan was supported by public consultation and a comprehensive evidence base. I consider it unnecessarily

confusing to include what can only be described as “various excerpts” of information. I recommend:

- **Delete Paras 6.3, 6.4 and Tables 2 and 3**

An objection states that “the use of settlement boundaries may preclude the ability for suitable and sustainable development opportunities on the edge of Buckingham from coming forward.” However, notwithstanding the fact that what may or may not happen in the future is something of an unknown quantity, I find that Policy HP1 provides for a degree of certainty. It provides housing allocations for around 617 dwellings, and does not, in itself, prevent the delivery of suitable, sustainable development elsewhere.

Subject to the changes recommended, I consider that Policy HP1 meets the basic conditions.

An objection has been received with regards providing for an ageing population. In this regard, I note that the Neighbourhood Plan does not prevent the delivery of housing for older people.

#### **Policy HP2 – Allocate land for 400 new rooms for University expansion**

This is a positive policy that provides for the growth of accommodation relating to the University of Buckingham. As such, Policy HP2 contributes to the achievement of sustainable development and meets the basic conditions.

The Policy seeks to draw a link with a subsequent Policy (Policy E8) with regards the “development of academic space.” However, no detail is provided with regards quantum or timing and as such, this part of Policy E8 does not provide decision makers with a clear indication of how to react to a development proposal, in conflict with the Framework (Para 154). Also, as noted above, it is unnecessary and confusing to refer to something that does not yet exist. I recommend:

- **Delete the second sentence of Policy HP2**
- **Delete “...and any applicable Local Plan”**

Subject to the above, Policy HP2 meets the basic conditions.

### **Policy HP3 – Allocate land for self-build**

In order to deliver a wide choice of high quality homes, national policy promotes planning for

*“...people wishing to build their own homes...”* (Framework, Para 50)

Policy HP3 has regard to this. I recommend:

- **First line of Policy HP3, change “support” to “supported”**
- **Delete “...and any applicable Local Plan.”**

Part of the Policy simply doesn’t make sense. It also refers to/partially repeats the content of another Policy. I recommend:

- **Delete, from line 13, “...at development...” to the end of Policy HP3**

Subject to the changes above, Policy HP3 contributes to the achievement of sustainable development and meets the basic conditions.

### **Policy HP4 – Provide a diverse housing mix**

Policy HP4 seeks to provide for a range of housing types. This approach has regard to national policy, which promotes the delivery of a wide choice of homes. Whilst the Policy is clear in its intention, the opening sentence appears unduly restrictive without providing sufficient detail to provide applicants with an indication of what the “local needs” are, that must be met. Furthermore, I note that such an approach would appear to fail to provide for housing growth that may be related to anyone moving into the area.

There is no need to refer to the student accommodation in Policy HP2 and the final two lines effectively comprise unnecessary repetition. I recommend:

- **Change opening sentence to “*The sustainable development of a wide range of housing types, sizes and tenures; including the provision of housing that meets local needs, will be supported.*”**
- **Delete text in parenthesis**
- **Line 7, delete from “...and from smaller...” to the end of the Policy.**

Subject to the above, Policy HP4 meets the basic conditions.

## **Policy HP5 – Provide affordable housing**

Policy HP5 sets out the affordable housing requirement for sites of 1 hectare or more, or for 25 dwellings or more. Aylesbury Vale District Local Plan Policy GP.2 states that the District Council will negotiate for a minimum of 20% and up to 30% affordable housing on sites of this size. Further to this, Aylesbury Vale District Local Plan Policy GP.3 requires an *additional* (my emphasis) 10% provision of low cost market housing on such sites.

Taking the above into account, I find that the Neighbourhood Plan's requirement for the provision of 35% affordable housing is in general conformity with the strategic policies of the development plan. I note here, with reference to housing and housing land providers, who have objected to Policy HP5, as they would like to see a lower requirement for affordable housing, that the phrase "in general conformity with" has a different meaning to the phrase "the same as."

With regards the above, I recognise that, importantly, the 35% figure in Policy HP5 is subject to viability. Consequently, it provides for flexibility, having regard to Para 50 of the Framework.

Lines 5 to 11 of Policy HP5 require all affordable housing to be "fully integrated and phased concurrently with" and be "indistinguishable" from, market housing. No evidence has been provided to demonstrate that such an onerous requirement is realistic, viable or appropriate. It may be, for example, that for management reasons, a registered social landlord would prefer to see affordable houses in one location, rather than "fully integrated" throughout a development. Similarly, from a development management perspective, there may be any number of legitimate reasons not to build affordable units concurrently with market housing.

The reference to smaller sites in Policy HP5 makes little sense, in terms of its vague and confusing reference to "any previous development of adjacent sites" and national policy does not require the provision of affordable housing on sites of 10 dwellings or less (Planning Practice Guidance "Planning Obligations").

The latter part of Policy HP5 provides developers with clarity and is to be welcomed, albeit, taking account of the comments above. I note that Paras 6.8 and 6.9, and notes 32 and 33, add little more than unnecessary and confusing information.

Paragraph 6.11 reads as though it is a Policy, but it is not.

Taking the above into account, I recommend:

- **Delete lines 5 – 16 of Policy HP5, from "...; the affordable..." to ...or adjacent sites..."**
- **Line 22, change to "...mix and location of affordable housing and how it will be phased." Delete remainder of Policy HP5**



- Delete Paras 6.8 and 6.9 and notes 32 and 33
- Change Para 6.11 to “...be created, *Buckingham Town Council would like at least 10% of the affordable housing to be delivered...*”

Subject to the above, the Policy meets the basic conditions.

### **Policy HP6 - Phasing**

Policy HP6, as worded, would prevent any housing development until 2016, including for example, barn conversions. To provide clarity and certainty, I recommend:

- Change first sentence of Policy HP6 to “*The allocated residential development sites will not commence before 1<sup>st</sup> January 2016.*”

The remainder of the Policy is long-winded, contains grammatical errors and includes information better suited to supporting text. I recommend:

- Change second sentence to “*Development of the allocated residential sites can come forward before 2016 where it can be demonstrated that there is sufficient infrastructure capacity.*”
- Move all of the rest of the Policy to a new paragraph of supporting text above Para 6.13, with first sentence changed to “*Part of the reason for this Policy is to allow employment...policies. In addition, sewerage capacity needs...Developers will need to provide evidence...*”
- Delete Para 6.12

### **Policy HP7 – Guidelines for Windfall Sites**

This is a positive Policy, which supports small scale windfall development. However, by referring to the built-up area, instead of the settlement boundary, it fails to provide sufficient clarity and opens up the scope for some confusion.

- Policy HP7, change to “*...within the settlement boundary, including...*”

Subject to the above, Policy HP7 has regard to the Framework, which promotes sustainable growth. I note that, as a positive Policy, Policy HP7 does not seek to preclude larger-scale, sustainable windfall development from coming forward, as appropriate.

**Policy DHE1 – Site Specific Requirements and Buckingham Design Guide**

Policy DHE1 refers to the Buckingham Design Guide, which is yet to be produced. Consequently, it seeks to control development with reference to something that doesn't exist. It is not an appropriate land use planning policy.

- **Delete Policy DHE1**

However, I recognise that the approach set out in the Policy seeks to protect local character and that this has regard to national policy. Furthermore, I acknowledge the welcome aspiration to produce a Buckingham Design Guide. Taking these things into account, I consider it important to retain reference in the Neighbourhood Plan. Consequently, I recommend:

- **Create a new “Community Action – Buckingham Design Guide” and place the text of the deleted Policy in a new supporting Para underneath, subject to the following changes, “The Town Council...*Society. The Design Guide will conform to the objectives of design guidance set out by the Local Planning Authority. One of the guiding...market town.*”**

For clarity, I recommend deletion of Policy DHE1 and the recommended Community Action will not comprise a Policy.

**Policy DHE2 – Protect existing trees and provision of trees in developments**

As per the title, this Policy safeguards and provides for trees. As such, the policy has regard to the Framework and is in general conformity with the Aylesbury Vale District Local Plan, which together among other things, protect local character.

I note that Para 7.1 is written as though it is a Policy. It is not.

To add clarity and to provide for certainty, I recommend:

- **Add, to line 2, “...be maintained *in accordance with British Standard BS5837 or as superseded, in development...*”**
- **Delete Para 7.1**

### **Policy DHE3 – Provision of Green Infrastructure in relation to habitats**

Policy DHE3 simply refers to another authority's Strategy. This is not under the control of the Neighbourhood Plan. It goes on to outline that when something is "appropriate," it will be "expected." No detail is provided regarding what is appropriate and no indication is given as to what would happen if the expected provision does not occur.

Policy DHE3 fails to provide a clear indication to decision makers on how they should react to a development proposal. It does not have regard to the Framework and does not meet the basic conditions.

- **Delete Policy DHE3**

I recognise that green infrastructure is important to the community and do not propose deletion of all of the supporting text. I recommend:

- **Delete Paras 7.3 and 7.4 up to, but excluding the final sentence of Para 7.4**

### **Policy DHE4 – Standard of ecological information required to minimise the impact on natural habitats**

The overall aim of this policy is to ensure the provision of a high standard of ecological information in support of relevant applications. It has regard to national policy, which requires planning policies to seek to minimise impacts on biodiversity (Para 117).

The final sentence of the Policy goes into excessive detail and refers to an Appendix not included in the Neighbourhood Plan. The Policy refers to a requirement to utilise a Calculator that is, itself, only at a preliminary stage and as such, is not a widely recognised, robustly tested or generally accepted tool. I recommend:

- **First line of Policy DHE4, change "will" to "should"**
- **Delete ",and utilise the...Calculator."**
- **Delete final sentence of Policy DHE4**

### **Policy DHE5 – Protection of designated sites and local and national priority habitats and species**

The first part of Policy DHE5 would grant planning permission for any development, so long as it would protect nature conservation value in accordance with status. Such an approach would hypothetically grant planning permission for 10,000 houses and a nuclear power station, so long as the nature conservation value of a designated site the proposal affected would be protected. Clearly, as worded, the first part of Policy DHE5 fails to take into account any number of other relevant factors and does not meet the basic conditions.

However, I recognise that the overall intention of the Policy has regard to the Framework, which seeks net gains in biodiversity - where possible - and which requires the planning system to contribute to the Government's commitment to halt the overall decline in biodiversity (Para 109). I recommend:

- **Policy DHE5, delete first sentence**
- **Change third sentence to “...and *species should protect the sites and wherever possible, deliver a net gain in biodiversity. In granting...*”**

### **Policy DHE6 – Protection of movement corridors**

This Policy seeks to provide protection for bats, to prevent harm arising from lighting and to preserve undeveloped buffer zones for watercourses. It has regard to the Framework's aim of conserving and enhancing the natural environment.

- **Change to “...Where there *are* potentially adverse...”**

### **Policy DHE7 – Biodiversity in Development Landscaping**

This Policy supports biodiversity and has regard to national policy. It meets the basic conditions. The last sentence of the Policy is unnecessarily prescriptive and there is no clarity as to how a “deficiency in the fulfilment of their stated objective” can be monitored and addressed.

- **Change “...are expected...” to “must” and delete final sentence.**

### **Policy DHE8 – Provision of good quality private outdoor space**

The first part of this Policy is in general conformity with the Aylesbury Vale District Local Plan and has regard to the Framework, which together amongst other things, protect residential amenity and promote high quality design.

The Policy becomes confused in seeking to grant permission for any development with good quality private amenity space. Such an approach would ignore other relevant factors. It also provides detail better suited to supporting text. I recommend:

- **End Policy at “...have been incorporated into schemes.”**
- **Move all subsequent text to a new Para of supporting text above Para 7.14, starting “*This Policy seeks to secure development where private external space...In respect...dwellings, the Town Council would...*”**

### **Policy DHE9 – Design of developments in relation to Daylight and Sunlight**

This Policy is highly prescriptive but is not supported by sufficient detail to take account of the myriad circumstances that will exist with regards the distances between various kinds of development and the factors relating to daylight and sunlight. The opening sentence suggests that developments with windows will be supported, but again provides little in the way of detail.

The Policy fails to provide a clear indication of how decision makers should react to a development proposal and provides little in the way of clarity for applicants. It does not have regard to national policy and does not meet the basic conditions.

- **Delete Policy DHE9 and Para 7.17**

## Culture, Leisure and Health

### **Policy CLH1 – Community Building Provision**

This Policy sets out an aspiration of the Town Council and refers to something that doesn't yet exist. It is not a land use planning policy.

I recognise that the intention of Policy CLH1 has regard to the Framework, which promotes healthy communities (Chapter 8) and recommend:

- **Delete Policy CLH1**
- **Create a new “Community Action” and set out the text of the deleted Policy under this heading, before Para 8.1**

For clarity, I recommend deletion of Policy CLH1 and the recommended Community Action is not a Policy.

### **Policy CLH2 – Allocate land for a cemetery**

This Policy allocates land for a cemetery and provides clarity with regards a delivery mechanism. It has regard to the Framework's promotion of healthy communities.

### **Policy CLH3 – Provision of play provision for new developments**

Policy CLH3 is in general conformity with Aylesbury Vale District Local Plan policy GP.86. The second part of the Policy refers to matters not under the control of the Neighbourhood Plan, but which are the responsibility of another authority. I recommend:

- **Delete the second part of Policy CLH3, from “...Play space will...”**

### **Policy CLH4 – Allocate land for allotments**

This policy has regard to the Framework, which supports healthy communities. It meets the basic conditions.

### **Policy CLH5 – Protection of existing and provision of new health facilities**

This policy has regard to the Framework, which supports healthy communities. It meets the basic conditions. The title of the Policy does not accurately reflect its content. I recommend:

- **Change title of Policy CLH5 to “*New or extended health care facilities*”**

### **Policy CLH6 – Protection of existing green open space**

Policy CLH6 designates eight Local Green Spaces. Having regard to the Framework, the development of these, other than in very special circumstances, is ruled out.

The Local Green Space designation is an important one. It affords protection consistent with policy for Green Belts. There is no reference at all to Local Green Spaces in the supporting text. The Policy includes reference to an Appendix not included in the Neighbourhood Plan and to the Evidence Base, which does not form part of the Neighbourhood Plan. I consider that this approach fails to have regard to national policy and advice. It provides insufficient background information in relation to the important content of Policy CLH6. In addition, the title of the Policy should refer, specifically, to the designation of Local Green Space.

Figure 8.5 is wholly unsuitable. The precise, detailed boundaries of each Local Green Space need to be shown on clear, labelled plans.

I have considered the Local Green Space document that supported the Neighbourhood Plan and this provides some justification for the proposed Local Green Space designations. The landowner of Ford Meadows objects to the inclusion of this land as a Local Green Space and has set out a robust case in support of this. Ford Meadows comprises a private sports pitch and is not a public recreational asset. I note that the site is located in a flood zone where development may be prevented in any case.

I recommend:

- **Include a new paragraph of supporting text. This should set out that Local Green Spaces have been designated in the Neighbourhood Plan to afford special protection to green areas of particular importance to the local community. It should also state, in a brief bullet point relating to each area of Local Green Space designated, why each green area is demonstrably special to the local community and what the particular local significance of each space comprises.**
- **The boundaries of each Local Green Space should be provided, in this section, on clearly defined maps showing the precise boundaries and the**

names of the Local Green Spaces. This should be in addition to any other Map showing all of the Local Green Spaces together.

- Change “Proposed Designated Green” on Figure 4.2 to “Local Green Space.”
- The title of the Policy should change to “*Local Green Spaces*”
- Delete Ford Meadows

#### **Policy CLH7 – Development of Canal Area**

This is a positive Policy that promotes leisure, tourism and heritage. It contributes to the achievement of sustainable development and meets the basic conditions.

#### **Policy CLH8 – Preservation of St Rumbold’s Well**

This is a positive Policy that provides for the delivery of a new park. It has regard to the Framework, which promotes healthy communities and is intended to conserve and enhance the historic environment. However, in order to have regard to that part of the Framework that protects heritage assets, the Policy needs to recognise the importance of the scheduled ancient monument and ensure the protection of the asset. I recommend:

- Add to Policy CLH8” *.../railway walk subject to there being no substantial harm to the scheduled ancient monument, unless substantial public benefits are demonstrated to outweigh that harm. This is...*

#### **Policy CLH9 – Creation of new parks and green spaces**

Policy CLH9 aspires to create open space, but provides nothing in the way of detail – how much, where, when, how, and so on. As worded, it applies to any development, including, for example, new double glazing in a Conservation Area. The policy does not meet the basic conditions. I recommend:

- Delete Policy CLH9

#### **Policy CLH10 – Continuation and expansion of Riverside Walk**

This Policy has regard to the Framework, which promotes healthy communities and the creation of safe and accessible environments (Para 69). It meets the basic conditions.



**Policy EE1 – Allocate land for employment development**

The Neighbourhood Plan states that a total of 27.32 hectares of new employment land is required (Para 9.6). Policy EE1 proposes two new employment allocations, Sites E and Q, and reserves a further site for employment (should sites E and Q “not come to fruition” by 2025, or should further development land be required).

Aylesbury Vale District Council objects to Policy EE1. It considers the level of employment land allocated in the Neighbourhood Plan to be significantly in excess of that needed. It points out that the *“total area of sites E (19.96ha), Q (15.3ha) and reserve site C, (12.29ha) is around 47.55 hectares (as measured by AVDC).”*

The Neighbourhood Plan states that the employment allocations are required *“due to existing employment land being set aside for other uses and the estimated requirements from the new housing.”*

Whilst the Framework promotes proactive planning to meet the development needs of business (Para 20), it goes on to state that planning policies should avoid the long term protection of employment allocations where there is no reasonable prospect of a site being used for that purpose (Para 22). It also states that the identification of strategic employment sites should match the strategy and anticipated needs over the period (Para 21).

The Aylesbury Vale District Local Plan recognises Buckingham as a major employment area and the allocation of employment land in its Policy BU.3 reflects its strategy of providing for employment development in line with residential allocations.

Taken together, the Framework and Aylesbury Vale Local Plan clearly establish that the provision of employment land should match the wider strategy for and the anticipated needs of, the area being planned for. The Neighbourhood Plan fails to have regard to the Framework, or be in general conformity with strategic local policy in this respect. The sheer scale of the employment allocations in the Neighbourhood Plan would, if they were developed, result in a total number of new jobs well in excess of – and not matched with – those required for new residents in the new homes the Neighbourhood Plan provides for.

Taking all of the above into account, I find that Policy EE1 fails to meet the basic conditions. In addition, I am mindful that there is an absence of clear, substantive evidence supporting the need for the provision of the scale of employment land proposed in the Neighbourhood Plan. In contrast, the 2012 Employment Land Review which, according to Aylesbury Vale District Council, provides *“the latest position in terms of how much employment land is needed”* points to a requirement for substantially less employment land in Buckingham.

Aylesbury Vale District Council suggests changes to Policy EE1. I note that these would still provide for more employment land for Buckingham than that indicated as the local requirement in the 2012 Employment Land Review – but consider that this allows for some flexibility, whilst still being in general conformity with the Aylesbury Vale Local Plan and having regard to national policy.

I recommend:

- **Change Policy EE1 to read: “*Land at Site Q is allocated for 10 hectares of new employment development. Employment development will be located on that part of the site closest to Buckingham Industrial Estate. The southern edge of the allocation will comprise a landscape buffer to protect views between the site and the Padbury Valley. The remainder of Site Q is allocated as a reserve employment allocation. This will only be developed should it be demonstrated that further employment development is necessary. The development of employment land must accord with the following requirements:*”**
- **Retain the six bullet points in Policy EE1.**
- **Amend Figure 9.1 in the light of the above. Delete Figure 9.2 and delete paragraph 9.6**

For clarity, I recommend that Sites C and E are deleted. Whilst, further to consideration, I acknowledge that both of these sites have some merits, I find that, for the reasons given above, their allocation would lead the Neighbourhood Plan to fail to meet the basic conditions. I note that Site Q is well positioned in relation to Buckingham Industrial Park. I note that Site C is located in a sensitive landscape area, adjacent to a Listed Building and on a site with biodiversity value. Site Q is of such a size that the provision of further reserved land at Site E is unnecessary.

### **Policy EE2 – Allocation of land for retail, office and mixed development**

This is a positive Policy, which supports mixed use development, should identified sites become available as previously developed land. This has regard to national policy, which supports the redevelopment of brownfield land. Rather than prioritising upper floor development for offices, which is not something promoted by national or local strategic policy in this case, the wording can still reflect local views by supporting its provision. Para 9.7 is unnecessary. I recommend:

- **Add “ ...developments *at the locations shown in figures 9.3...*”**
- **Change line 3 to “...9.5. Office usage on...or A5 *will be supported. This...*”**
- **Delete Para 9.7**

### **Policy EE3 – Development of the town centre**

Policy EE3 supports the development of town centre uses. This is a positive Policy that has regard to the Framework, which recognises the importance of ensuring the vitality of town centres, as the heart of communities (Chapter 2). It meets the basic conditions.

### **Policy EE4 – Primary and Secondary Retail**

This Policy seeks to protect primary retail uses and provides a positive approach to the appropriate re-use of secondary retail uses. It has regard to the Framework, which calls for a clear definition primary and secondary frontages in designated centres (Para 23) and clarity about which uses will be permitted in these locations. It meets the basic conditions.

### **Policy EE5 – Allocation of land for town centre parking**

The Framework promotes the improvement of the quality of car parking in town centres (Para 40). Whilst Policy EE5 has regard to this, there is no indication of how the sites identified “are to provide further parking provision.” No detail is provided as to where the money will come from to achieve the delivery of car parking on the two identified sites.

There is no indication of what “excellent” access comprises and the last sentence of the Policy refers to matters controlled by another authority.

I recommend:

- **Change Policy EE5 to “Two sites have been identified on Figure 9.8 where the provision of town centre car parking will be supported. Car parks at these locations should provide disabled car parking spaces, electric car charging bays and access to footpaths.”**
- **Paras 9.19 and 9.20, change “must” to “should”**

Subject to the above, the Policy contributes to the achievement of sustainable development and meets the basic conditions.

### **Policy EE6 – Telecommunication provision**

Policy EE6 generally repeats guidance set out in Chapter 5 of the Framework (Supporting high quality communications infrastructure). Subject to the recommendation below, it meets the basic conditions:

- **Second Para, delete “..., character or appearance...”**

#### **Policy EE7 – Preservation of existing primary and senior school sites**

Policy EE7 seeks to protect good facilities for school provision. It contributes to the achievement of sustainable development and meets the basic conditions.

#### **Policy EE8 – Land allocated to the University of Buckingham expansion**

This is a positive Policy that supports the growth and improvement of academic buildings for University use on identified land under the University’s control. However, it seeks to introduce a direct link with the provision of new student accommodation “at the same time.” The supporting text goes on to refer to “a proportionate amount of university accommodation” but provides no indication of what this would comprise.

In the above regard, I am mindful that Policy HP2 already supports the provision of 400 units of student accommodation and that the identified sites include previously developed land. There is nothing before me to demonstrate that this provision is insufficient and I note the University’s comment that it would not be in its interest to expand teaching space without expanding accommodation.

I recommend:

- **Delete the second sentence of Policy EE8**
- **Delete Paras 9.23 and 9.24**

Subject to the above, Policy EE8 contributes to the achievement of sustainable development and meets the basic conditions.

## Infrastructure

### **Policy I1: Creation of infrastructure networks into new development**

This Policy states that all development must have good connections, via pedestrian and cycle links. It is an onerous Policy and no reason is provided as to why, say, the provision of a new conservatory would need to comply with its requirements. The Policy refers to a “continuous network” but provides no indication as to what this would be or whether it can be achieved. The Policy goes on to refer to matters outside the control of the Neighbourhood Plan and does not meet the basic conditions.

I recommend:

- **Delete Policy I1**

I recognise that the Neighbourhood Plan would like to improve connectivity. In the light of this, I recommend:

- **Change Para 10.1 to “*The Town Council strongly supports the provision of good connections, via pedestrian and cycle links, with the existing town, footpaths, bridleways, and other potential destinations. Section 4 sets out details in this regard.*”**
- **Change “must” to “should” in Paras 10.2 - 10.4 inclusive.**

### **Policy I2: Disabled access requirement for new pedestrian areas**

Policy I2 seeks to provide for disabled access and has regard to Para 32 of the Framework, which promotes safe and suitable access for all people. However, the wording is unclear, I recommend:

- **Add “New” to the beginning of Policy I2 and change “must” to “should” in Paras 10.5 and 10.6.**

### **Policy I3: Public transport connectivity**

This sets out an onerous Policy, requiring *all* development to provide pedestrian/cycle routes to public transport, or “direct provision” to public transport. The Policy does not meet the basic conditions. I recommend:

- **Delete Policy I3 and Paras 10.7 to 10.8**

### **Policy I4 – Sustainable Building Design**

Policy I4 seeks to promote sustainable building. Whilst the aspiration behind this has regard to sustainable development, which underpins national planning policy, the Policy itself refers to meeting unspecified standards together with standards that don't yet exist. I also note that national advice establishes that:

*"Neighbourhood Plans should not be used to apply the new national technical standards."* (Ministerial Statement, March 2015)

The Policy does not meet the basic conditions. I recommend:

- **Delete Policy I4**

### **Policy I5 – Renewable energy generation**

This is a positive Policy that supports renewable energy. It has regard to the Framework, which, in Chapter 10, seeks to meet the challenge of climate change and supports the appropriate development of renewable energy.

The wording of the Policy is repetitive. I recommend:

- **Change Policy I5 to *"Planning permission will be granted for small scale micro-generation...energy. Any such development affecting heritage assets, or their setting, will only be permitted where it is demonstrated to preserve or enhance these assets."***

### **Policy I6 – Rainwater collection**

This Policy contributes to the achievement of sustainable development and meets the basic conditions. However, the phrase "redeveloped buildings" is vague and unhelpful. I recommend:

- **Policy I6, first line, delete *"...or redeveloped..."***

### **Policy I7 – Sustainable Urban Drainage System**

This Policy seeks to impose sustainable urban drainage systems (SUDs) on all development. Whilst SUDs can form part of good design, it is not likely to be necessary, or even implementable, for many types of development. The Policy goes on to refer to the responsibilities of other authorities. Policy I7 does not meet the basic conditions.

- **Delete Policy I7 and delete Para 10.9**

### **Policy 18 – Development upon the flood plain**

This Policy has regard to the Framework, which seeks to prevent inappropriate development in areas at risk of flooding (Para 100). It meets the basic conditions.

### **Policy 19 – Sewage Management**

Policy 19 seeks to deal with a recognised sewage drainage problem and contributes to the achievement of sustainable development. However, Planning Practice Guidance requires mitigations to be:

*“practical and proportionate to any impact”* (Planning Practice Guidance 34/019)

Consequently, as worded, Policy 19 does not have regard to national policy. I recommend:

- **Change wording to “...this situation, development requiring sewage drainage must demonstrate an appropriate solution.”**
- **Delete Para 10.11**

## Developer Contributions

### **Policy DC1 – Contributions for cycle and pedestrian connections**

Planning Practice Guidance requires planning obligations to be necessary to make development acceptable in planning terms, directly related to the development and fairly and reasonably related in scale and kind (Para 23b/001). These tests are set out as statutory tests in the Community Infrastructure Levy Regulations 2010.

Policy DC1 lacks clarity, justification and evidence. It refers to unspecified schemes and an “agreement” with other authorities, of which no detail is provided.

- **Delete Policy DC1**

I recognise that the Town Council would like to improve cycle and pedestrian links. I recommend:

- **Retain Paras 11.1 to 11.3 inclusive.**
- **Include new heading above Para 11.1 “Community Action” and change wording of Para 11.1 to “*The provision of new pedestrian and cycle links is strongly supported and the Town Council will seek contributions towards this aspiration.*”**
- **Change wording of Para 11.2 to begin “*It is proposed that schemes will provide:...villages*”**

### **Policy DC2 – Contributions for the implementation of the Buckingham Transport Strategy**

No indication is provided as to what the Buckingham Transport Strategy is. It is not in the Evidence Base. The Policy fails to have regard to national policy and advice and does not meet the basic conditions. I recommend:

- **Delete Policy DC2 and Paras 11.4 to 11.6**

### **Policy DC3 – Contributions for Local Infrastructure**

This Policy refers to a draft document produced by another authority, as well as to future documents that don’t yet exist. It refers to unspecified agreements with other bodies. It fails to meet the statutory tests identified above and does not meet the basic conditions. I recommend:

- **Delete Policy DC3**



## Site Specific Requirements

Unlike other parts of the Neighbourhood Plan, the Policies in this Section are not titled, which is confusing.

The Site Design Brief Policy should make it clear that it applies to the allocated housing sites. It may not be possible to fully agree all elements of a design brief in a timely manner and consequently, a requirement in this regard could prevent sustainable development from going ahead without delay.

I recommend:

- **Title Policies: “Policy SR1 Site Design Brief; Policy SR2 Site G; Policy SR3 Site H” and so on.**
- **Change first sentence of the Site Design Brief policy to “A Design Brief for each of the allocated housing sites must...” Delete “...and agreed...” from the second sentence and replace with “and demonstrate how it accords with the Neighbourhood Plan...”**

The **Site G Policy** refers to “respecting” the significance of St Rumbold’s Well. Such an approach fails to have regard to national policy, which requires heritage assets to be conserved and enhanced in a specific manner. Rather than seek to impose a different planning regime with regard Scheduled Ancient Monuments, it is better, in this case, to rely on national policy. There is a similar point in respect of the **Site J Policy** approach to heritage assets. I recommend:

- **Delete second bullet point in the Site G Policy.**
- **Change the sixth bullet point, which refers to the Scheduled Ancient Monument, to simply “Provide a new park.” (National heritage policies safeguard Scheduled Ancient Monuments).**
- **Delete second bullet point in the Site J Policy.**

The allocation policies are highly prescriptive in effectively setting maximum numbers of houses for each site, along with minimum areas of green, open and play space. This fails to allow for flexibility and may prevent the delivery of sustainable development. The amount of green and play space provided will be determined in the light of evidence determining need at the time, as well as through the masterplanning and Design Brief process. The approach set out is especially inappropriate as the precise number of dwellings to be delivered on each site is unknown.

As recommended, to meet the basic conditions, Policy HP1 allocates land for around 617 dwellings. This figure may be more or less than 617. Each of the allocated sites has a clear boundary. However, without a master plan, it is difficult to understand

how the Neighbourhood Plan can prescribe a maximum number of dwellings for each site. All kinds of factors will determine the precise number of dwellings to be provided on each site and I am mindful that the Framework requires housing policies to be *“sufficiently flexible to take account of changing market conditions over time”* (Para 50).

Taking the above into account, I recommend:

- **In all of the allocation Policies, change “up to” to “around”**
- **Delete all of the bullet points referring to accessible green space, equipped playing space, informal playing space and additional green space**

For clarity, the second of these recommendations will not mean that green and play space will not be provided. Existing national and local policy provides for this. It will however, provide flexibility to allow for good masterplanning, taking into account all relevant policies, from the neighbourhood to the national level.

## **7. Summary**

I have recommended a number of modifications further to consideration of the Buckingham Neighbourhood Plan against the basic conditions.

Subject to these modifications, the Buckingham Neighbourhood Plan

- has regard to national policies and advice contained in guidance issued by the Secretary of State;
- contributes to the achievement of sustainable development;
- is in general conformity with the strategic policies of the development plan for the area;
- does not breach, and is compatible with European Union obligations and the European Convention of Human Rights.

Taking the above into account, I find that the Buckingham Neighbourhood Plan meets the basic conditions. I have already noted above that the Plan meets paragraph 8(1) requirements.

## **8. Referendum**

I recommend to Aylesbury Vale District Council that, subject to the modifications proposed, the **Buckingham Neighbourhood Plan should proceed to a Referendum.**

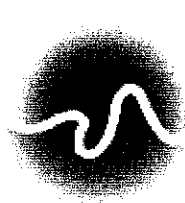
### **Referendum Area**

Neighbourhood Plan Area - I am required to consider whether the Referendum Area should be extended beyond the Buckingham Neighbourhood Area. I consider the Neighbourhood Area to be appropriate and there is no substantive evidence to demonstrate that this is not the case.

I recommend that the Plan should proceed to a Referendum based on the Buckingham Neighbourhood Area as approved by Aylesbury Vale District Council on 24 November 2014.

**Nigel McGurk, June 2015**  
**Erimax – Land, Planning and Communities**

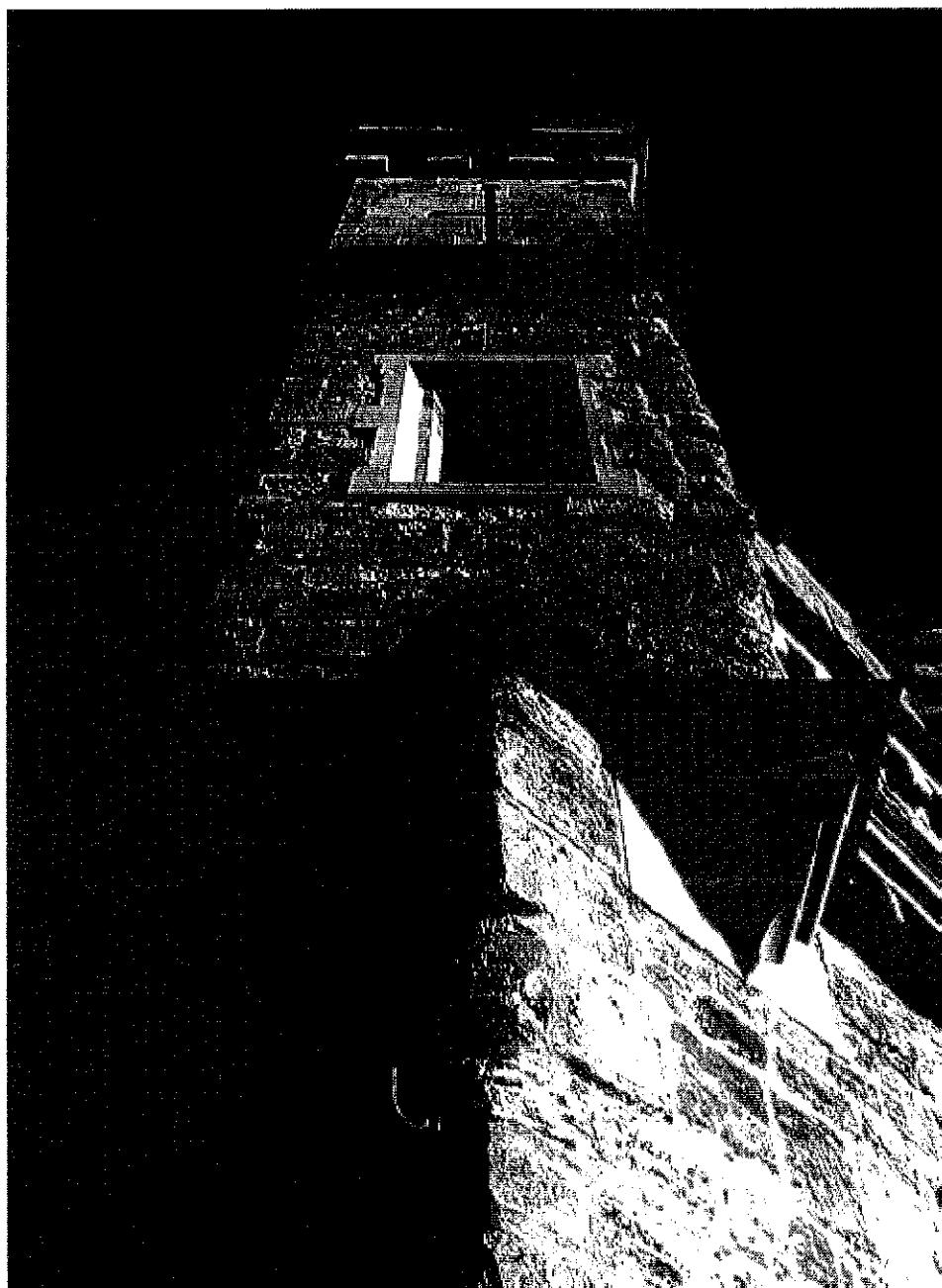
**[www.erimaxltd.com](http://www.erimaxltd.com)**



# **Buckingham** Neighbourhood Development Plan

Referendum Version – June 2015

Buckingham Neighbourhood Development covers the period 1<sup>st</sup> April 2011 – 31<sup>st</sup> December 2031 and has been prepared by Buckingham Town Council on behalf of the residents of the town



Buckingham Old Gaol – Dennis Granville

## **Contents**

Foreword	3
<b>Section 1 Introduction</b>	
1. Introduction	5
<b>Section 2 Background</b>	
2. About Buckingham	10
3. Vision and Objectives	19
4. The Vision of Buckingham in 2031	23
<b>Section 3 Neighbourhood Plan Policies</b>	
5. Introduction to the Policies	29
6. Housing and Phasing	30
7. Design, Heritage and Environment	34
8. Culture, Leisure and Health	40
9. Economy and Education	49
10. Infrastructure	56
11. Developer Contributions	59
<b>Section 4 Site Specific Requirements</b>	
12. Site Specific Requirements	61

## **Foreword**

Buckingham has grown in size over the last 40 years to be the market town that its residents and visitors love and hold dear. To ensure that Buckingham is a better place to live, work, study and play the Town Council with its partners embarked in 2011 on the journey of creating a Neighbourhood Plan for Buckingham. The Plan has enabled the people to have a greater say than before in all aspects of planning for the town's future and, most importantly, have their say in where future development should take place.

The public has had a voice in the vision for the town for the future and where the development the town needs and is required to undertake should be. The Town Council has interpreted the unprecedented consultation responses to create a document which will stand Buckingham in good stead until 2031.

I would like to thank all the people who made this plan possible, past and present Town Council staff, Town Councillors, partner organisations, stakeholder groups and most importantly all the residents of the town who have had a say in the Buckingham Neighbourhood Development Plan or are about to contribute their views.

**Andy Mahi**  
**Mayor of Buckingham June 2015**

## Section 1 - Introduction



Dennis Granville



## 1. Introduction

1.1 The Buckingham Neighbourhood Development Plan (the Plan) is part of a new wave of powers for localities which was brought in with the Localism Act 2011 and subsequently The Neighbourhood Planning (General) Regulations 2012. Under these regulations the Plan is deemed a Neighbourhood Development Plan.

1.2 The Plan sets out the vision for the town of Buckingham until 2031. To ensure that this vision is achieved the Plan issues clear planning policies which are in general conformity with other planning policies namely the saved policies of the Aylesbury Vale District Local Plan (AVDLP).

1.4 Wide ranging and extensive consultation has taken place with members of the public, stakeholders and statutory consultees to ensure that the vision and planning policies reflect the aspirations, desires and needs of the town until 2031.

1.5 A large number of consultation events have taken place since the conception of the idea of producing the Plan; these encompassed a number of different methods and allowed the whole community to participate in the formulation of the Plan.<sup>1</sup>

### How the Plan fits into the Planning System

1.7 The BNDP provides for 617 dwellings and in addition, for 400 student units, in light of the current student population of Buckingham, and the projected growth of the University of Buckingham.

1.8 Housing numbers must be in general conformity with the Local Plan. The housing allocations from the AVDLP 2004 have now been taken up and completed.


1.9 With the delay in a new Local Plan emerging, a decision was taken to base the housing numbers within the Plan by using the DCLG (Department of Communities and Local Government) 2012-based household projections in England [Table 406], which were higher than the figures being used to prepare the now withdrawn Vale of Aylesbury Plan. Buckingham has seen a significant amount of housing development in recent years and has a noted problem with accommodating the transient student population, which affects the local housing market. Despite a significant inherent

---

<sup>1</sup> See Consultation Statement

Figure 1.1 Buckingham Neighbourhood Development Plan Area



 Buckingham Neighbourhood Development Plan Area

0 250 500 1,000 1,500 2,000 Metres

1:21,000

© Crown Copyright and database right 2013. Ordnance Survey 100019797

resistance to more residential growth in Buckingham, there is acceptance that in order to ensure the vitality and vibrancy of the town and its economy, and to secure much needed infrastructure, Buckingham will accept a fair and needs-targeted amount of new residential growth.

1.10 In addition, a reserve housing allocation has been made to accommodate any shortfall occurring in housing allocation during the lifetime of the Plan. It is anticipated that this will only be required if a future Local Plan stipulates the need for additional housing within the lifetime of this Plan, or an allocated site fails to be deliverable due to intervening circumstances.

1.11 The evidence for why the housing number was chosen can be found in the Evidence Base<sup>2</sup>.

1.12 A Sustainability Appraisal has been undertaken on the Plan. Separate consultation took place on the Sustainability Appraisal "Scoping Report" which formalised the plan's objectives and developed the framework against which future decisions were made. The Sustainability Appraisal Scoping Report is available on the Town Council's website [www.buckingham-tc.gov.uk](http://www.buckingham-tc.gov.uk)

1.13 The Plan is the first opportunity for the Town Council to prepare with the people of Buckingham to decide where new development should take place and how they would like to see the town grow and develop. Previous plans have been compiled by Aylesbury Vale District Council (AVDC) and without the Plan it would

continue to allocate where development should take place.

1.14 As a result of the new powers the Town decided to undertake the work required to give the people of Buckingham a say over the destiny of the town.

### **What is in the Plan?**

1.15 The Plan has developed over the period since the decision was taken to undertake a Neighbourhood Plan. As well as the prominent issues of where housing and employment land are to be allocated the consultation feedback highlighted that there were more than just these two issues to resolve. A number of key issues arose including:

- How the Town Centre as a retail and social venue should be supported;
- Access to and from the Town Centre and the Town as a whole, focusing on cycling, walking and provision for motorists;
- How the town could expand on its green space provision;
- The provision associated with the University of Buckingham;
- Provision of services in the future relating to increased development.

1.16 A full list of comments and main issues arising from the consultation can be found in the Consultation Statement.

---

<sup>2</sup> Pages 8-21 of the Evidence Base

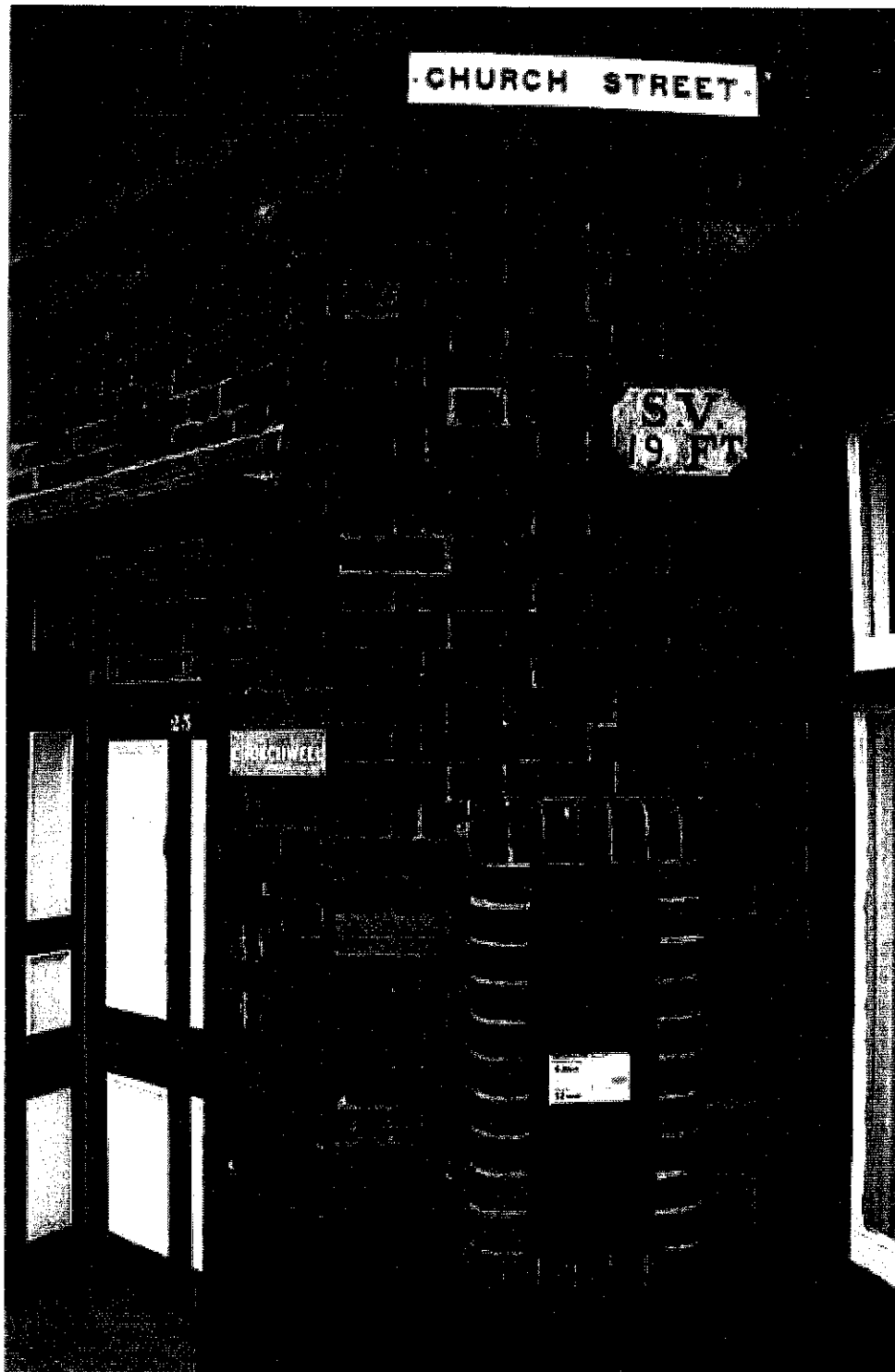
Fig 1.2



Fig 1.3



## Section 2 - Background



Church Street Letterbox – Chris Smith

## 2. About Buckingham

2.1 This section provides brief background facts about the town of Buckingham (for more complete information please see the Evidence Base) to inform the Plan as follows:

- Buckingham and its location
- Living including population and housing
- Working and shopping
- The University of Buckingham
- Getting around
- Leisure and Well-Being
- Environment and sustainability
- The Character of Buckingham

### Buckingham and its location

2.2 Buckingham is an historic market town situated in the north of the county of Buckinghamshire. It is the second largest town in the district of Aylesbury Vale. It is located, via both the A421 and A422, eight miles west of the current western boundary of the Milton Keynes built up area, eleven miles from the new Garden City at Bicester over the border in Oxfordshire and seventeen miles to the north of Aylesbury.

2.3 Buckingham includes the suburbs of Page Hill, Mount Pleasant, Badgers, Linden Village and the new development of Lace Hill. To the north the town adjoins the parish of Maids Moreton, and although Buckingham provides many resources to the people of this parish, it is distinct and issues of coalescence are a concern.<sup>3</sup> In fact, the town of Buckingham is a focal point for housing, employment, administrative and community facilities in northern Aylesbury Vale.

<sup>3</sup> Maids Moreton is not part of the Buckingham Neighbourhood Development Plan.

### Living including population and housing

2.4 Buckingham has a population of 12,043.<sup>4</sup>

2.5 Buckingham has a high percentage (72%) of owner-occupiers. The remaining housing consists of 11% social housing and 15% private rentals.<sup>5</sup>

2.6 There is an unmet need for affordable housing, with 135<sup>6</sup> households on the AVDC Waiting List in 2015 (163 in 2010<sup>7</sup>). The lack of provision of affordable housing for local people was a strong concern expressed in consultation.

2.7 Due to the expansion of the University of Buckingham there has been an increase in the cost of private rental accommodation as students seek accommodation within close proximity to the campus. This in turn increases pressure on social housing, as many are priced out of the private sector. During consultation this was an expressed concern.

### Working & Shopping

2.8 In 2011 73% of the population aged 16-74 was economically active.<sup>8</sup>

<sup>4</sup> 2011 Census figures from Office of National Statistics

<sup>5</sup> 2011 Census figures from Office of National Statistics

<sup>6</sup> Please see AVDC comments in the Consultation Statement

<sup>7</sup> AVDC Buckingham Fact Pack, 2011.

<sup>8</sup> 27% of the population were economically inactive and 3% of the economically active were

Of the same age group the highest percentage (48%) were employed in managerial and professional occupations.



Fig 2.1 Cornwall's Meadow Shopping

in Buckingham.<sup>11</sup> There is little purpose-built provision in the town centre. Use is made of space above retail premises, and some retail units have had change of use to office function granted. Some offices have sought to relocate to industrial premises, but others are apparently happy with town centre location and provision.



Fig 2.2 Cornwall's Place

2.9 In 2011 only 3.6% of the population travelled to work by public transport and 51% travelled by car.<sup>9</sup>

2.10 The Tingewick Road Industrial Park has been identified as not meeting current or projected future needs.<sup>10</sup>

2.11 Office space – there is very little specific data in relation to office space

---

unemployed. 2011 Census figures from Office of National Statistics.

<sup>9</sup> 2011 Census figures from Office of National Statistics.

<sup>10</sup> Aylesbury Vale Employment Land Study 2008 para.5.20 & Aylesbury Vale Employment Land Review Update 2012 para 7.110

2.12 Although lying outside of the Plan area, the Silverstone Circuit represents a major economic presence within the immediate area. It has created a highly-skilled group of associated motor industry companies, collectively known as “Motor Sport Valley” a high performance engineering sector which is seen as a key asset to the U.K. economy.

2.13 Town Centre units have a significant number of estate agents and hairdressers, as well as banks, public houses, restaurants and takeaways.

---

<sup>11</sup> Aylesbury Vale Employment Land Study 2008 is divided between provision in Aylesbury itself and the rest of the Vale, and therefore specific information to Buckingham is not available.

2.14 Buckingham has a substantial number of independent retailers and service providers. This is viewed as a major asset to the town's attraction.

2.15 Tesco has a superstore on the edge of town and more recently Aldi has also opened on the edge of town. There are further plans from developers to locate a Sainsbury's supermarket at Lace Hill along the A413 and A421. Further convenience stores are found in the town including Waitrose, Tesco Metro, Londis and a Sainsbury's Local.

2.16 In addition Buckingham has two weekly markets on Tuesdays and Saturdays, as well as a flea market on Saturdays. These markets are run by Buckingham Town Council. The main market traders pay by pitch size, so there is no set number of stalls by which to determine occupancy rates easily.

### **The University of Buckingham**

2.17 The University of Buckingham was the U.K.'s first independent university, offering intensive two-year degree programmes. It opened as the University College at Buckingham in February 1976, and was granted a Royal Charter conferring University status in 1983. From the initial 65 students to the current 1,300 on campus (2000 in total), it aims to expand to a projected 2,000 on campus within the period of the BNDP.<sup>12</sup>

2.18 The University is a major employer within the town, as well as

---

<sup>12</sup> The University of Buckingham Campus Development Framework Document 2011.

providing significant input into the town's economy.

### **Getting Around**

2.19 The main road through the centre of Buckingham is the A422 from Banbury and M40 Junction 11 in the west passes through the centre of Buckingham and continues east to Milton Keynes North and the A5 Expressway. The A413 from Towcester passes south through Buckingham to Winslow, Aylesbury and the A40 at Tatling End.

2.20 The A421 forms a by-pass around the southern edge of the town which links to M40 Junctions 9 & 10, Bicester Garden City and Oxford in the west and Milton Keynes and Bedford in the east. This new bypass was built in the early 1980s and now has significant development to the south of the route. With recent speed limit reductions coupled with congestion at peak times there is strong support for an additional southern by-pass.

2.21 There is continued concern about the volume of traffic in particular the number of HGVs travelling through the town centre.<sup>13</sup>

2.22 There are a number of key bus routes linking the town to Milton Keynes, Bicester, Aylesbury and beyond, including the X5 and the X60 and in the future the possible creation of the X444 running from High Wycombe to Northampton.

---

<sup>13</sup> Aylesbury Vale Advantage Ltd Buckingham Town Centre Parking and Sustainable Transport Study, ARUP, February, 2011 p.15. Suggested reasons within the report include Satnav error or attempts to avoid congestion on the by-pass – at p.60.



2.23 There is a lack of cycleways in the town and poor connections with other settlements, the exception to this being the national cycle route 50. In addition in July 2014 funding has been announced via the Local Growth Deal for cycle improvements between Buckingham and Winslow.

2.24 A further transport link which has been announced for the area is the creation of the new East-West rail link which will have a station at Winslow, this will allow for greater connectivity.

### **Leisure and Well-Being**

2.25 Buckingham benefits from high levels of sporting activity. There are a large number of clubs providing opportunities for both juniors and adults in a variety of sports. Several teams compete at high levels within their league structure.

2.26 There are three N.H.S. general practice surgeries within Buckingham; with new health centre facilities planned as part of the Lace Hill development.<sup>14</sup> There are five dental practices. The Buckingham Community Hospital facilitates care for patients after treatment or surgery at an acute hospital, particularly where rehabilitation is required, and a limited facility for outpatients. Hamilton House is a privately run care home.<sup>15</sup> There

---

<sup>14</sup> It is not yet clear whether these facilities will be N.H.S. or private. If N.H.S. facility there may be accessibility issues if not solely serving the Lace Hill Development.

<sup>15</sup> For more information on health and older person provision see Evidence Base 1.24, 1.96 & 1.97

are two blocks of charitable alms houses in Buckingham.<sup>16</sup>

2.27 There are several pre-school facilities in Buckingham. In addition there will be a new nursery [26 places] provided on the Lace Hill site.

2.28 Buckingham has three primary schools; Buckingham Primary; Bourton Meadow Academy & George Grenville Academy. There will be another primary school in the Lace Hill development, which will be an Academy [with approximately 210 places]. In addition residents of Buckingham may attend a number of village schools. There is currently a 9% surplus of school places in the area.<sup>17</sup>

2.29 Buckingham has two upper schools; the Royal Latin School, a selective grammar school; and The Buckingham School; secondary pupils may also travel out of Buckingham to other schools in the area.

2.30 There are a number of places of worship within Buckingham; St Peter & St Paul's Church of England; St. Bernardine's Roman Catholic Church; Well Street United Church; The Salvation Army Citadel on Moreton Road; Buckingham Evangelical Church, which meets in Bourton Meadow School; the Plymouth Brethren who have a meeting hall on Western Avenue and Mallard Drive, & Jehovah's Witnesses who meet in the Oddfellows' Hall in Well Street. The Well Street Church has recently

---

<sup>16</sup> Christ's Hospital, Market Square, and Barton's Hospital, Church Street are administered by Buckingham General Charities.

<sup>17</sup> BCC figures. The Council notes that this is in line with the Department of Education's guidance of 5-10% to accommodate parental preference.

outgrown its premises in Well Street and currently meets in the Royal Latin School.



Fig. 2.3 George Grenville Academy

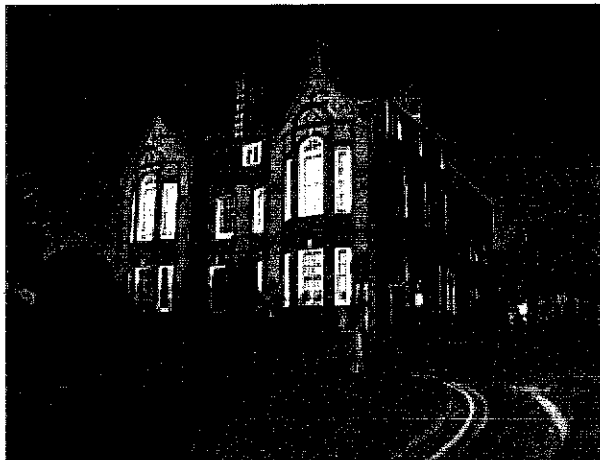


Fig. 2.4 Buckingham Hospital

2.31 The Buckingham Centre in Verney Close houses Buckingham Library; Buckingham Options<sup>18</sup>, Buckinghamshire County Council Customer Service centres & Buckingham Town Council. It is used occasionally for daytime adult learning classes. The nearest adult learning facility running regular classes is at Winslow.

<sup>18</sup> Buckingham County Council centre primarily for people with learning difficulties, but also for persons with mental health issues.

2.32 There is heavy reliance placed on private rental facilities for a large number of community activities with Buckingham.

2.33 There are a number of cultural and social aspects to the town including Buckingham Community Centre, the Radcliffe Centre, the Film Place and the Old Gaol museum.

### Environment and Sustainability

2.34 Buckingham is sited on the River Great Ouse which provides a focal point for the town's green spaces and parks.

2.35 Chandos Park and Bourton Park provide green space and flexible leisure facilities. In addition the old railway line has been the basis for the development of various walks.

2.36 The Railway Walk; Holloway Spinney and Maids Moreton Avenue provide wildlife areas. Buckingham Sandpit is a local nature reserve.

2.37 The Buckingham Cemetery provides a green space on the edge of town as well as a community facility. The cemetery will not be able to cope with demand in the next few years, and further provision is a necessity.



Fig. 2.5 Brackley Road Cemetery

2.38 There are allotments off the Bourton Road<sup>19</sup> and also at Tingewick Road. In addition a Community Herb Garden has been created in conjunction with the University of Buckingham within their grounds. An edible woodland is also being created in the Heartlands by Transition Buckingham.

2.39 The river also poses environmental difficulties in relation to flooding. Major flooding events have taken place in the town, most recently in 1998 and 2007. There are substantial areas within Flood Zones 2 & 3, which does place constraints on development of these areas.<sup>20</sup> Since the 2007 incident a scheme funded by Defra, AVDC and the Environment Agency has progressed, and individual flood protection measures were installed on a number of houses in the town.

2.40 Surface water drainage is also an issue<sup>21</sup> in following areas; however this is not a comprehensive list:

Bath Lane  
Badgers Estate  
Moreton Road Estate  
Beech Close & Bradwell Avenue  
Otters Brook

2.41 Buckingham County Council is now the Lead Local Flood Authority for AVDC and thus Buckingham.<sup>22</sup>

<sup>19</sup> Run by the Bourton Road Allotment Association

<sup>20</sup> See Appendix 2 for more detail.

<sup>21</sup> See AVDC Fact Pack for areas susceptible to surface water flooding.

<sup>22</sup> Flood and Water Management Act 2010 and the Flood Risk Regulations 2009. This pertains to surface water and ground water and not river flooding, which remains under the remit of the Environment Agency.

## The Character of Buckingham

2.42 Buckingham is an historic market town. The town holds a Royal Charter from Queen Mary I granting the right to hold markets and a Royal Charter from Charles II. Today there are twice weekly general markets, as well as a flourishing flea market on Saturdays. The Charter Fair, held over two Saturdays in October, is considered a highlight in the town's year.

2.43 The centre of Buckingham is predominantly Georgian or earlier in building style, with infill during the Victorian period as well as peripheral development at this time. This is preserved by the Conservation Area status conferred in 1971 and amended in 2005. In the central area of the town there is a large concentration of listed buildings. With over 200 listed buildings in the Plan. This is excellently documented in the Buckingham Conservation Review, AVDC April, 2005. Despite the later development of these, much of the original medieval street pattern and burgage plots still exist. These streets are focused around the market area, the river or church (see below). The result is clear vistas and routes.

2.44 The grade II\* listed Old Gaol constructed in 1748, is a focal point of the town centre, containing a local museum, Thames Valley Police Information Desk and the Town's Tourist Information Centre. In addition the Grade II listed "Old Town Hall" [circa. 1783 but incorporating features of an earlier Town Hall] is another focal point at the top of Market Square.

2.45 The spire of St Peter & St. Paul's Church [Grade 1 Listed] is visible from many parts of the town and beyond. It forms a landmark on almost all approaches to the town. With new

lighting this landmark is also visible at night.

2.46 In total there are more than 200 listed buildings in the town (3 Grade I, 9 Grade II\* and 200 Grade II)<sup>23</sup>. Many are part of the historic core of the town. The conservation area includes the buildings which survived the great fire of Buckingham in 1725. Also included are many fine examples of the Georgian buildings which replaced the fire damaged originals.



Fig. 2.6 The Old Gaol

2.47 The River Great Ouse runs through the town and was probably the reason for the original settlement. It provides a natural line for green space & the Heartlands but in turn poses a significant flood risk to many parts of the town. For a period of the town's history, the Buckingham branch of the

---

<sup>23</sup> AVDC, Revised List of Buildings of Special Architectural or Historic Interest 1997. For a comprehensive list please visit <http://www.english-heritage.org.uk/professional/protection/process/national-heritage-list-for-england/>

Grand Union canal contributed to the town's economy.<sup>24</sup>



Fig. 2.7 Church Street

2.48 More information on the rich history and architecture of Buckingham can be found in the Evidence Base or in the Buckingham Conservation Area document (designated 27<sup>th</sup> April 2005) or on AVDC's website – [www.aylesburyvaldc.gov.uk](http://www.aylesburyvaldc.gov.uk)

2.49 The distinct areas of Buckingham character have been identified as (and are shown in Figure 2.9 on page 18):

Town Centre – This area forms the central focus of the town and contains many historic buildings and frontages including a number of listed buildings, which provides a wide variety of architectural styles and a mixture of residential and business use. The mix of residential housing includes retirement flats and flats and houses catering for a wide range of ages and lifestyles. It provides a focal point for the town with connected streets

---

<sup>24</sup> Considerable interest remains in preservation and restoration of the canal through the efforts of the Buckingham Canal Society.

providing a framework for central retail and commerce.

Heartlands – Buckingham is fortunate in the amount of green space at the centre of the town, referred to as the Heartlands. This consists of Bourton Park, Bourton Road, Heartlands development and the Buckingham Cricket Ground.

Western approach – The University campus is a mixture of renovated buildings and purpose built accommodation. Bath Lane, Mitre Street and Westfields provide residential accommodation, whilst there are industrial areas on either side of the Tingewick Road, which then leads out to open fields towards the by-pass.

St Peter and St Paul's Church and environs – The Church of St Peter and St Paul sits on Castle Hill and as such presents a landmark which can be seen from most approaches to the town, as well as providing beautiful vistas within the town itself. There is a heavy concentration of listed buildings within this area.

Eastern Residential - These four residential estates form a band to the east of the town. The Lace Hill development started in 2012. They provide a variety of housing styles and accommodation.

Western Residential – This area lies to the south of the river and the town centre. There is a good mixture of housing stock and styles. Here are

also significant areas of green space and sports facilities.

North Western Arc – This area lies to the north west of the town centre and has a mixture of housing stock, which varies in its quality. It has a range of open spaces with Stowe Avenue being the most attractive entry point to the town.

Industrial Areas – This industrial park lies to the south of Buckingham on the by-pass. It also contains the Household Waste and Recycling Centre which generates additional road traffic. There is a mixture of manufacturing businesses and service providers. Several businesses have relocated here from the town centre in recent years.



Fig 2.8 The Old High Street











- |   |   |  |
|---|---|--|
|  Town Centre         |  North Western Arc   |  Industrial Areas                         |
|  Heartlands          |  Eastern Residential |  St Peters and St Pauls Church & Environs |
|  Western Residential |  Western Approach    |  |

Fig 2.9 Character Areas of Buckingham

### 3 Vision and Objectives

3.1 The Vision and Objectives were developed for the Sustainability Appraisal Scoping Report; this has further been augmented by comments and feedback through the consultation undertaken for the Plan.

3.2 The overarching vision of the plan will be to *"make Buckingham a better place to live, work, study and play"*, which must be achieved in the context of sustainable growth.

3.3 From the widespread consultation which has taken place there is a desire to achieve this through maintaining Buckingham's status as an historic market town.

3.4 The Wales Rural Observatory defines a market town as "identifiable [by] the presence of a distinct clustering of commercial services and an established civic infrastructure and tradition.... [they] are also morphologically distinctive as stand-alone settlements rather than as a part of a more extensive urban area, and in this way may be distinguished from suburban business districts."<sup>25</sup>

3.5 From the above mentioned Vision and through stakeholder feedback and general consultation 6 themes have been identified as being important to the town going forward:

- Housing and phasing
- Design, heritage and environment
- Culture, leisure, health
- Economy and education
- Infrastructure

<sup>25</sup> Small and Market Towns in rural Wales and their hinterlands, Research Report 13 February, 2007 para.2.1, where the lack of general definition is acknowledged.

- Financial uplift (re-named Developer Contributions for clarity)

3.6 These themes were the outcome of 12 objectives which were identified to ensure that the Plan makes Buckingham a better place to live, work, study and play. The objectives were as follows:

- Conserve and enhance the town's historic environment and its setting.
- Provide minimum design requirements to ensure appropriate development in the town, building on the work of the 2001 Vision & Design Statement.
- Encourage development that strengthens culture, leisure, sport and play facilities in the town.
- Promote measures to improve the health of people living and working in Buckingham including the provision and retention of facilities locally.
- Maintain the quality of Buckingham's parkland and green space, in particular its 'green heart'.
- Foster the economic development of the town and its hinterland by providing employment led growth, increasing the town's appeal to tourists and invigorating the town centre.
- Help enable effective education across all tiers in Buckingham and ensure that links to and from the local economy are established.
- Provide a diverse housing stock to meet the needs of existing and future local people.
- Secure Developer Contribution from (previously stated as: "the financial uplift of") new

development for the benefit of the local community through developer contributions, New Homes Bonus and/or Community Infrastructure Levy.

- Improve movement into and around the town in a healthy and safe manner; specifically cycling, walking and ease of access for the disabled.
- Encourage a reduction in the carbon footprint of Buckingham by promoting energy efficiency and renewable energy generation.
- Mitigate, and improve the capability of the town to deal with flooding.



### **Housing and phasing**

Main comments raised during the consultation include:

**Need for affordable housing**  
**A good mix of housing is needed**  
**Interest in Self-Build**  
**Desire for Employment and Infrastructure improvements before housing**

**Objective:** Provide a diverse housing stock to meet the needs of existing and future local people.

### **Design, heritage and environment**

Main comments raised during the consultation include:

**Want to see preservation of trees in the town**  
**Desire to see the roof line of the town preserved**  
**Need to have buildings of good quality design**  
**Ensure that new development has good parking**  
**Prevention of surface water flooding through design**

**Objective:** Conserve and enhance the town's historic environment and its setting.

**Objective:** To maintain and increase the Green Infrastructure and Biodiversity of Buckingham.

**Objective:** Provide minimum design requirements to ensure appropriate development in the town, building on the work of the 2001 Vision & Design statement.

### **Culture, leisure health**

Main comments raised during the consultation include:

**Desire to maintain the existing green space**  
**Develop linear parks**  
**Development of a canal area**  
**Preservation of St. Rumbold's Well**  
**Demand for new social, cultural, leisure and health facilities**

**Objective:** Encourage development that strengthens culture, leisure, sport and play facilities in the town.

**Objective:** Promote measures to improve the health of people living and working in Buckingham including the provision and retention of facilities locally.

**Objective:** Maintain the quality of Buckingham's parkland and green space, in particular its 'green heart'.

### **Economy and education**

Main comments raised during the consultation include:

**Increase parking in the town centre**  
**Increase retail development in the town centre**  
**More employment opportunities**  
**Create office space opportunities in the town centre**  
**Support Buckingham University development**  
**Aid tourism through development**  
**Some existing employment sites are unsuitable**

**Objective:** Foster the economic development of the town and its hinterland by providing employment led growth, increasing the town's appeal to tourists and invigorating the town centre.

**Objective:** Help enable effective education across all tiers in Buckingham and ensure that links to and from the local economy are established.

## **Infrastructure**

Main comments raised during the consultation include:

**A new A421 relief road**

**A new Western bypass**

**New cycle ways and improved paths in town and linking with Silverstone, Winslow and Milton Keynes**

**No further development within the flood plain**

**Environmental design built into houses**

**Prevent surface water flooding through design**

**Objective:** Improve movement into and around the town in a healthy and safe manner. Specifically promoting cycling, walking and ease of access for the disabled.

**Objective:** Encourage a reduction in the carbon footprint of Buckingham by promoting energy efficiency and renewable energy generation.

**Objective:** Mitigate and improve the capability of the town to deal with flooding.

## **Developer Contributions**

Main comments raised during the consultation include:

**Ensure that contributions are made to allow improvements identified to take place**

**Objective:** Secure Developer Contributions from new development for the benefit of the local community through developer contributions, new homes bonus and/or Community Infrastructure Levy.

## **4 The Vision of Buckingham in 2031**

4.1 The Plan outlines the vision for Buckingham in 2031 and how it is to be achieved. In Buckingham in 2031 there will be:

- An additional 617 dwellings excluding commitments
- An additional 400 rooms to accommodate the expansion of Buckingham University
- 13 hectares of new employment land
- At least 14.32 hectares of replacement employment, to accommodate the land set aside for housing
- New retail areas and leisure facilities in the Town Centre
- New community facilities
- New sport facilities
- New and improved transport connections
- New green spaces
- New Cemetery and allotments

### **Additional Homes**

4.2 The Plan will provide 617 new dwellings (excluding existing commitments) for the general housing market. The breakdown of this is shown in Table 1 (p31).

4.3 However, with the University of Buckingham planning to expand dramatically over the Plan period it has been decided to allocate 400 rooms for on-campus halls of residence.

### **Employment Land**

4.4 With the loss of employment land on the Tingewick Road Industrial Estate it has been decided to increase the amount of land available for employment.

4.5 6.5ha of employment land was outlined in the GL Hearn's Aylesbury Vale Employment Land Review

[Update Final Report September, 2012 at 9.18] for Buckingham based on an estimate of 700-1000 homes. As has been seen from the housing numbers calculations, the forecast of future homes will be around double the figure used in the report. This would amount to an estimated 13 ha.

4.6 However, with the provision of housing on Tingewick Road Industrial Estate and the conversion of the Innov8 site to education this would result in the loss of 14.32 ha of employment land which also needs to be taken into account when deciding on an employment land allocation. Thus there is a requirement for 27.32ha in total of employment land

4.7 Through the consultation process there was also a definite desire of the residents to stay as a market town and not become more of a commuter town.

### **Retail and Leisure**

4.8 There has, through our consultation, been a large call for more retail development and redevelopment in the town. As a result areas have been allocated for development within the Town Centre.

4.9 The demand for more retail provision in the town centre would also increase, factoring in the increase in population associated with the new housing developments. The increase in people will mean a further demand for retail shops in the town centre requiring more shops and retention of existing retail uses. This is further evidenced in the Evidence Base.

### **Community Building**

4.10 The need for community building has been identified in AVDC's Draft Infrastructure Delivery Plan and in

public consultation on the Plan.<sup>26</sup> This could be linked with the need identified for a new building/place of worship for the Well Street Combined Church.

### **Cultural Arts Centre**

4.11 The need for the Cultural Arts Centre has come from consultation and came forward as part of the Buckingham Plan 2009.

### **Sports facilities**

4.12 Evidence for the need for further provision is to be found in the Sports Facilities Need in Buckingham [Buckingham Town Council, TC/47/12 and for ease of reference Appendix 4 to this document] and provided for by policy CLH3

### **Transport connections**

4.13 The Plan makes provision for improved connections via various transport links. These include:

- Within the town
- To new development
- Enhancing cycle provision
- Enhancing walking provision

4.14 The Buckingham Transport Strategy for the town will advocate better transport links with:

- Winslow and the East – West Rail station
- Silverstone
- Milton Keynes
- Milton Keynes Redway cycling network
- Stowe Landscape Gardens

### **Green Spaces**

---

<sup>26</sup> See later at 8.1.

4.15 The Plan protects the green space provision at:

- Mount Pleasant
- Stratford Fields
- March Edge
- Overn Avenue
- Ford Meadows
- Land behind Castle House
- Land at the end of Verney Close

4.16 This will be achieved by designating these sites as Local Green Space under the new powers in NPPF.<sup>27</sup>

4.17 It also highlights significant green space provision on the following sites:

Site G  
Site H  
Site I

### **Cemetery and Allotments**

4.18 Following the need identified by the Town Council for cemetery<sup>28</sup> and allotment provision, a site south of the A421 (Site F) has been identified to meet the long term need.

---

<sup>27</sup> This will be achieved by the designation of the areas in 4.15 as Local Green Spaces under the new powers contained in NPPF.

<sup>28</sup> There is significant bedrock under the current cemetery which has curtailed further use.



Fig. 4.1 Cemetery

4.19 The principles of the AVDC Green Infrastructure Strategy have been incorporated throughout the policies.

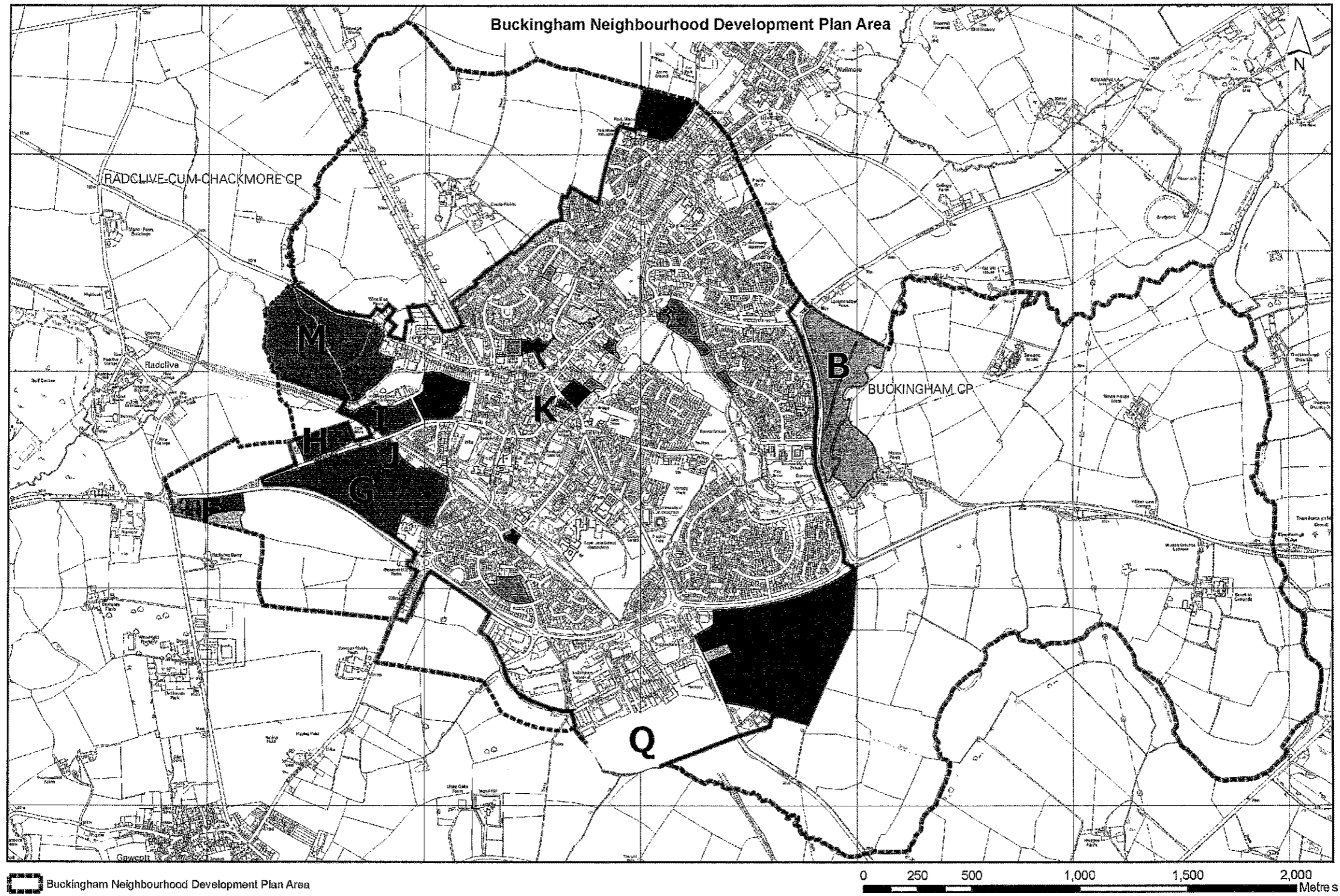
### **The Market Town of Buckingham in 2031**

4.20 Through the policies of the Plan the town has grown. New people, employment and retail have come to the town. However, the traditions of Buckingham have been kept alive. The development which has taken place in the Town Centre has been complementary to the existing building scape. This has enabled the town to conserve and enhance the town's historic environment and its setting.

4.21 The new residents and retail in the town centre have contributed to the continuation of the town's markets and ensuring Buckingham continues as a market town well into the future.

### **The Plan**

4.22 The Neighbourhood Plan will be monitored every year to ensure that it is aiding in the progression of the development of Buckingham.



1:21,000  
 © Crown Copyright and database right 2013. Ordnance Survey 100019797

Figure 4.2

- |   |                                |                                 |
|---|--------------------------------|---------------------------------|
| Proposed Employment Area                | Proposed Allotment             | Proposed Car Park               |
| Proposed Cemetery                       | Canal Area                     | Reserve housing Area            |
| Proposed Housing Development            | Health Facility                | Proposed Local Designated Green |
| Proposed Buckingham Settlement Boundary | Existing/Committed Development | <b>A</b> Site Designation       |

# Town Centre Insert Map

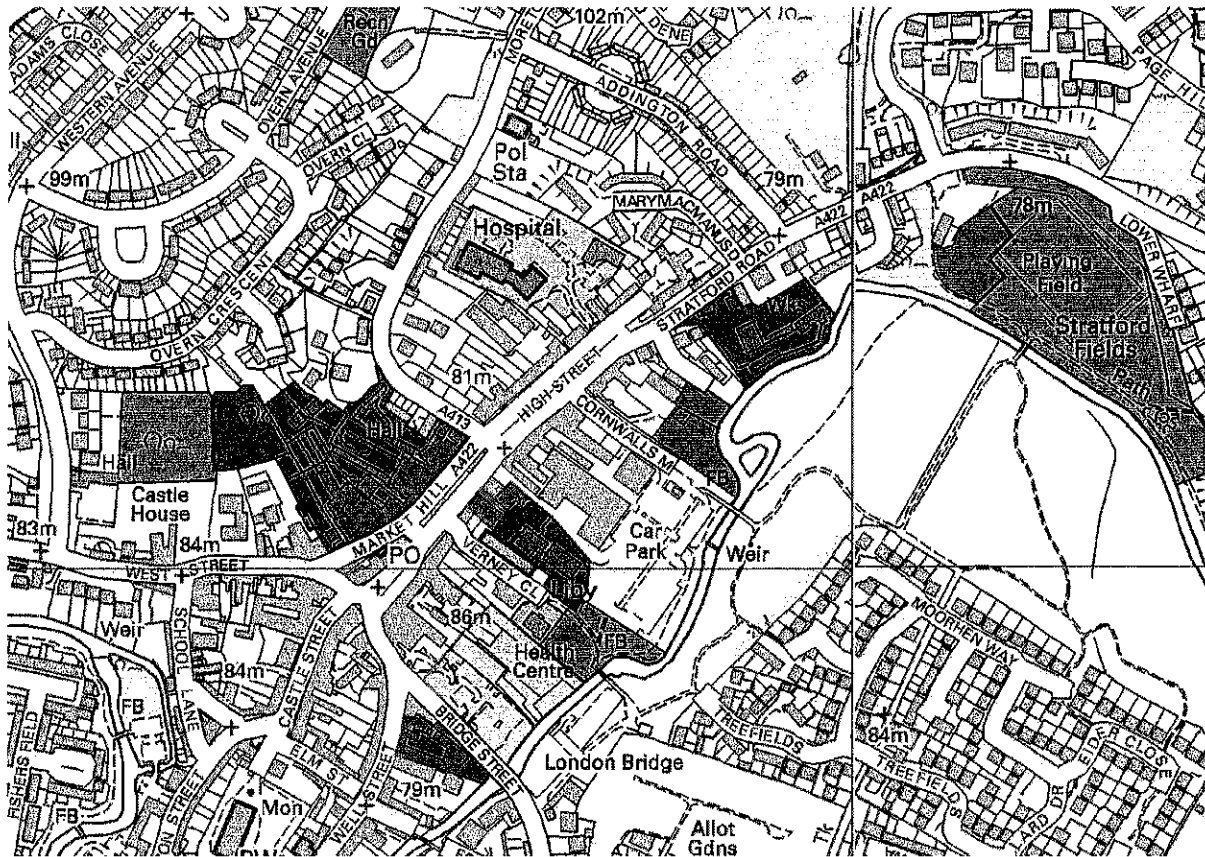


Figure 4.3

- Proposed Local Designated Green
- Health Facility
- Proposed Car Park
- Proposed Housing Development
- Proposed Retail Development

## Section 3 Neighbourhood Planning Policies



The Flish – Chris Smith



## 5. Introduction to Policies

5.1 This section sets out the policies that make up the Buckingham Neighbourhood Development Plan; these are based upon the Vision outlined for Buckingham.

5.2 The policies are set out in the 6 themes which were identified in the Scoping Report. These are:

- Housing and phasing
- Design heritage and environment
- Culture, leisure, health
- Economy and education
- Infrastructure
- Developer Contributions

5.3 After looking at best practice each theme will have its own chapter. These chapters are structured in the same way:

- A table setting out the theme, objectives and policy headings
- Each objective is set out with explanatory text
- Each policy (under the objective) is highlighted and then supported by text which

sets out the requirements which need to be met. The policy is situated within a box

- Each policy has a unique reference number which is based on the theme title e.g. HP1 is Housing and Phasing 1.

The objective goes here

This is the text which explains the objective

### **This is where the policy goes**

The policy text goes here and explains the requirement of the policy

## Monitoring of the Plan

5.4 The Plan will be monitored by AVDC and the Town Council on an annual basis using data collected and reported in AVDC's monitoring reports. In addition where other data can be easily collected and reported at a Town level that is relevant to the Plan then the Town Council will seek to do so.

## 6. Housing and Phasing

OBJECTIVE	POLICY
Provide a diverse housing stock to meet the needs of existing and future local people	HP1 – Allocate land for around 617 new dwellings
	HP2 – Allocate land for 400 new rooms for University expansion
	HP3 – Allocate land for self build
	HP4 – Provide a diverse housing mix
	HP5 – Provide affordable housing
	HP6 – Phasing
	HP7 – Guidelines for Windfall sites



Fig 6.1 Manor House

Objective: Provide a diverse housing stock to meet the needs of existing and future local people.

This section of the Plan outlines the broad requirements for new developments taking place in Buckingham.

**HP1 – Allocate land for 617 new dwellings**

Development will be supported within the boundary settlement area (Fig 4.2) for new housing as set out in Table 1 and as shown in the site allocation plans in Section 4 provided the development meets the requirements set out in the policies of this Plan. All dwelling numbers are indicative and will be reviewed at the application stage. Site J and Site G would be supported as a joint site with provision for older residents incorporated. The reserved allocated site, Site M, will only be required if one or more of the allocated sites, with a total of 80 outstanding units, is not brought forward before 2025.

Site	Allocated number of dwellings
Site G	400
Site H	50
Site I	100
Site J	39
Site K	28
<b>Total</b>	<b>617 Dwellings</b>
Site M	300
<b>Total Reserve</b>	<b>300 Dwellings</b>

Table1

**HP2 – Allocate land for 400 new rooms for University expansion**

Development will be supported for new rooms as set out in Table 3 and as shown in the site allocation plans in

Section 4 provided the development meets the requirements set out in the policies of this Plan (with the exception of HP4; HP5; & HP6).

Site	Allocated number of Rooms
Innov8 Site	300
Verney Park	100
<b>Total</b>	<b>400 Rooms</b>

Table 4

6.1 The University of Buckingham has outlined plans<sup>29</sup> to expand student provision within the town. If this expansion materialises a minimum of 400 extra student rooms would be needed.<sup>30</sup> The allocated sites in Table 4 would aid in fulfilling this requirement. Such expansion would require adequate student accommodation delivered concordantly with teaching facilities.

6.2 The allocated sites in Table 4 must be developed before or in partnership with the progress made on policy EE8. This is due to a need to make up provision for the identified existing deficit in university accommodation.

**HP3 – Allocate land for self-build**

Development will be supported where it includes self-build development on part of Site H, provided the development meets the requirements set out in the policies of this Plan. This part of the site will not be subject to affordable housing requirements if

<sup>29</sup> University of Buckingham, Campus Development Framework 2011 & Consultation comments from Delta Planning in the Consultation Statement – comment number 98

<sup>30</sup> This minimum figure would allow for university accommodation for all first year students.

developed on an individual plot basis. Self-build is only indicated on one site in the Plan but this should not preclude other proposals for other sites being brought forward.

#### **HP4 – Provide a diverse housing mix**

The sustainable development of a wide range of housing types, sizes and tenures; including the provision of housing that meets local needs, will be supported. On developments of more than 50 dwellings in size there should be a wide mixture of types of housing from 1 to 5+ bedrooms

6.3 Large areas of the same type of housing will not be acceptable within the same development. A variety of different dwelling sizes will need to be provided to give the required housing mix to accommodate the needs of the town.<sup>31</sup>

#### **HP5 – Provide affordable housing**

All proposals for new housing on sites 1 hectare or over (or 25 dwellings or more) should provide affordable housing at a minimum rate of 35%, (subject to viability); Planning applications for residential development of 25 or more dwellings and sites of 1 hectare or more must be accompanied by an Affordable Housing Plan. The Affordable Housing Plan will set out the mix and location of affordable housing and how it will be phased.

<sup>31</sup> Please see Evidence Base para 1.29

6.4 Buckingham Town Council may choose to pursue the formation of a Community Land Trust to promote allocations to persons with one or more of the following local connections:

- The person has existing family within the town
- They are employed in Buckingham
- They have lived in the town for the previous 2 years.

6.5 If a Community Land Trust is to be created, Buckingham Town Council would like at least 10% of the affordable housing to be delivered through the Community Land Trust

#### **HP6 – Phasing**

The allocated residential development sites will not commence before 1<sup>st</sup> January 2016. Development of the allocated residential sites can come forward before 2016 where it can be demonstrated that there is sufficient infrastructure capacity.

6.6 Part of the reason for this Policy is to allow employment rates to catch up with housing levels to further the aims of the EE policies. In addition, sewerage capacity needs to be expanded before additional residential development is brought online. Developers will need to provide evidence that there is enough sewerage treatment works and foul sewerage network capacity available (or can be made available) as part of any planning application.

6.7 Infrastructure relating to the sewerage system is a priority. Any required upgrades improvements or reduction in flows to the system Buckingham Water Recycling Centre formerly known as a sewage treatment works will be planned and funded

through Anglian Water's 5 year business plan (approved by OFWAT).

**HP7 – Guidelines for Windfall sites**

Development for small sites, of 10 dwellings or less, within the settlement boundary, including previously developed land will be supported

6.8 Windfall sites are those sites which have not been allocated but which are

within the Neighbourhood Plan Boundary Area on brownfield or infill sites i.e. land that has been previously developed.

6.9 The density of development should create a character that is appropriate to the site's context.

6.10 Windfall sites should have good connections as highlighted in other policies of this Plan.

## 7. Design, Heritage and Environment

<b>OBJECTIVE</b>	<b>POLICY</b>
<b>Conserve and enhance the town's historic environment and its setting</b>	DHE1 – Protect existing trees and provision of trees in developments
<b>To maintain and increase the Green Infrastructure and Biodiversity of Buckingham</b>	DHE2 – Standard of ecological information required to minimise the impact on natural habitats
	DHE3 – Protection of designated sites and local and national priority habitats and species
	DHE4 – Protection of movement corridors
	DHE5 – Biodiversity in Development Landscaping
<b>Provide minimum design requirements to ensure appropriate development in the town, building on the work of the 2001 Vision &amp; Design statement</b>	DHE6 – Provision of good quality private outdoor space

Objective: Conserve and enhance the town's historic environment and its setting.

Key to Buckingham's character is to retain its 'feel' of a Historic Market Town. The main aspect of this is to safeguard and augment the historic core of the town.

### **Community Action – Buckingham Design Guide**

7.1 The Town Council will produce a design guide for the Plan area in consultation with AVDC and the Buckingham Society. The Design Guide will conform to the objectives of design guidance set out by the Local Planning Authority. One of the guiding principles of the Design Guide will be ensuring that there will be no onerous requirements that would affect viability of development. It will also seek to protect and enhance the Conservation Area and identify local non-designated heritage assets of this historic market town.

#### **DHE1 – Protect existing trees and provision of trees in developments**

Wherever possible existing trees will be maintained in accordance with British Standard BS5837 or as superseded, in development proposals for all new buildings, in addition new developments need to make provision for trees on site. Provision of new trees should include species and types of tree to ensure that the landscape retains its current character. New planting on new developments should enhance existing retained planting. The new planting will offer a mixture of species including existing site specific and local native tree species.

New developments of 10 or more dwellings or new employment scheme on sites C and/or E shall submit a

planting scheme as part of the planning application which will:

- Highlight which trees will be preserved
- State which trees need to be felled – with appropriate reasoning and a clear plan as to how requirements of the policy will be met.
- Provide a design for a hierarchy of different types of planting including avenue planting, trees in gardens, boundary planting and open space planting.
- State what measures will be taken to preserve the trees during construction phase i.e. fencing off of areas and ensuring crown spread areas are not affected by construction traffic or spoil.
- Include a plan showing estimated canopy and root growth upon maturity, ensuring that buildings, roads, parking areas, footpaths and cycleways are not affected by root spread.

Objective: To maintain and increase the Green Infrastructure and Biodiversity of Buckingham

The biodiversity and the green infrastructure of the town have been highlighted as key through consultation with members of the public and AVDC

7.2 The protection and enhancement of biodiversity assets are dependent on robust networks of Green Infrastructure (G.I.) which facilitate movement and genetic exchange. Requirements for the provision of effective G.I. are set out in the Aylesbury Vale District Council Green Infrastructure Strategy, 2011.

7.3 Mechanisms for gauging the status of conditions should also be included.

7.4 Many species are entirely dependent on human habitation in order to provide the habitat for their reproductive success. Modern house building techniques virtually eliminate opportunities for these species. Consequently, where appropriate, features for biodiversity within developments will be expected. Simple inexpensive measures can result in significant gains such as, integrated bat roost cavities; integrated swift or house martin boxes. These measures are expected to be permanent in order to deliver meaningful ecological gain. Thus these features will be expected to be built into suitable structures rather than provided as vulnerable, isolated and temporary boxes.

**DHE2 – Standard of ecological information required to minimise the impact on natural habitats**

Development proposals should, where possible, minimise impact on natural habitats and species resulting in net gains to biodiversity. Ecological information provided in support of applications must conform to the British Standard BS42020, Biodiversity – code of practice for planning and development.

7.5 Buckingham supports a rich variety of natural habitats and species. Many of these are of regional and national significance. It is expected that the planning system should contribute to the conservation and enhancement of these and to the ecological networks that support them. Development policies will seek to maximise the benefits of planning decisions to biodiversity, within the context of sustainable development by ensuring

a fair and consistent standard of ecological assessment is provided.

7.6 It is crucial that the ecological value of development sites is appropriately and consistently appraised. The metric for determining and quantifying existing biodiversity value, in terms of habitats, and the consequent measures required to ensure net gain is the Biodiversity Impact Assessment Calculator (Warwickshire County Council 2014 v18), as contained within the “Biodiversity Offsetting” system. This is considered to be the most appropriate mechanism for determining current ecological value and delivering net ecological gain.

**DHE3 – Protection of designated sites and local and national priority habitats and species**

National priority habitats and species are as defined by NERC 2006 and local priority species and habitats as defined by the Bucks Biodiversity Action Plan 2015. Development affecting such sites and species should protect the sites and wherever possible, deliver a net gain in biodiversity. In granting permission conditions may be imposed, or planning obligations sought that secure appropriate management regimes to deliver biodiversity gain in perpetuity.

7.7 Local Wildlife Sites (LWS) and Biological Notification Sites (BNS) are non-statutory designated sites that occur within Buckingham. There are also many non-designated sites that conform to the definition of Priority Habitat, as defined by the NERC Act 2006. These are of varying degrees of importance for nature conservation value in Buckingham.



7.8 Planning applications will be considered against criteria commensurate with their relative ecological status and protection within a local, national and international status. Their local context is particularly important. Therefore a particular habitat or species may be nationally frequent but extremely rare locally or nationally scarce but locally frequent. Species of particular relevance here are Native Black Poplar, water vole, otters and whiskered bats. These are further described in the Bucks Biodiversity Action Plan 2015. Development affecting any of these sites or species is expected to result in a net gain to their area or populations.

**DHE4 – Protection of movement corridors**

Development proposals which have a negative impact upon bat movement corridors will need to provide information identifying these corridors, and measures to ensure their protection and enhancement in order to maintain continued ecological functionality of bat populations. Where there are potentially adverse lighting impacts, such as the extension to the riverside walk, to wildlife within development proposals, surveys identifying movement corridors, and appropriate measures to ensure that identified corridors are protected and enhanced, will be expected.

Species movement corridors (such as those for Otters and Water Voles) are extremely important to preserve or not encroach upon. Due to Buckingham's position on the River Great Ouse it is important to preserve undeveloped buffer zones for watercourses as wildlife corridors, which should be free from built development including lighting, domestic gardens and formal landscaping. Such a buffer zone is

required to be at least 8m measured from the top of the bank.

7.9 Buckingham is home to a significant bat population. These populations are sensitive to development that severs or disturbs movement corridors. Where appropriate, flight corridors should be identified and protected or enhanced to ensure the ecological functionality of bat populations. Examples of suitable measures include green bridges, underpasses or tunnels that are situated on the exact traditional routes of bat populations and free from disturbances.

7.10 Lighting within and around developments is expected to respect the ecological functionality of movement corridors. Certain species of invertebrate and mammal are highly sensitive to inappropriate lighting. In these circumstances surveys are expected to determine where these corridors are, and put forward measures that demonstrate how these corridors will be protected and enhanced.

**DHE5 – Biodiversity in Development Landscaping**

Landscaping schemes for developments must show how they maximise benefits to biodiversity. The selection of ecologically appropriate native species, of local provenance needs to be included within schemes. Only native tree species or orchard trees are acceptable on public open space.

7.11 Landscaping design can have a significant beneficial effect on wildlife. Landscaping schemes will be expected to maximise opportunities for wildlife.

7.12 The establishment and management regimes of naturalistic planting schemes are critical to their success.

Objective: Provide minimum design requirements to ensure appropriate development in the town, building on the work of the 2001 Vision & Design statement

The most important element of houses is the design: not only the estate layout or the street scene but also the quality of the immediate area and the building itself. Building on previous work this Plan will set out required standards for the quality of buildings and areas.

**DHE6 – Provision of good quality private outdoor space**

New developments will provide good quality private outdoor space, which will provide an area where people can spend quality time and enjoy their surroundings. In order to achieve a good living standard for future users of proposed development and its neighbours, it should be demonstrated that amenity has been considered and appropriate solutions have been incorporated into schemes.

7.13 This Policy seeks to secure development where private external space is demonstrated which could be used for a combination of activities, e.g. the cultivation of plants and vegetables; children to play; washing to be dried and hobbies to be pursued as well as providing an attractive setting for a dwelling and contributing to the overall green space of the area. In respect of proposed family dwellings the Town Council would generally expect to see the provision of private garden space (normally at the rear), of at least 10 metres in length; plot shape

may allow for alternative distribution of equivalent amount of private space.<sup>32</sup>

7.14 Gardens should be of appropriate quality i.e. lawned and landscaped to provide a pleasant view and have regard to topography, shadowing and privacy.

7.15 Where there is an existing tree within a proposed plot the type, size and age of the tree should be taken into account in the garden provision and made a feature of the garden.

7.16 In respect of proposals relating to flats, provision can be provided in the form of a communal outdoor space and/or in providing other areas for example balconies.



Fig. 7.1 Old Coach House

<sup>32</sup> This mirrors Hastings Borough Council's retained policy for their Local Plan – for further details please see Evidence Base.

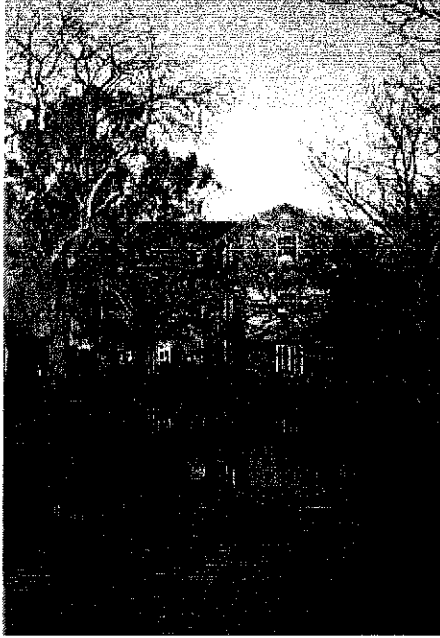


Fig. 7.2 Old Tanlaw Mill

8. Culture, Leisure and Health

OBJECTIVE	POLICY
<p>Encourage development that strengthens culture, leisure, sport and play facilities in the town</p>	CLH1 – Allocate land for a Cemetery
	CLH2 – Provision of play provision for new developments
	CLH3 – Allocate land for allotments
<p>Promote measures to improve the health of people living and working in Buckingham including the provision and retention of facilities locally.</p>	<p>CLH4 – Protection of existing and provision of new health facilities</p>
<p>Maintain the quality of Buckingham's parkland and green space, in particular its 'green heart'.</p>	<p>CLH5 – Protection of existing green open space</p>
	<p>CLH6 – Development of Canal Area</p>
	<p>CLH7 – Preservation of St. Rumbold's Well</p>
	<p>CLH8 – Continuation and expansion of the Riverside Walk</p>

Objective: Encourage development that strengthens culture, leisure, sport and play facilities in the town

There is a shortage of many facilities in Buckingham. New housing developments give the opportunity to create further facilities which will be integrated into the locale

### **Community Action – Community Building Provision**

8.1 The Town Council will produce a Community Building Strategy. This will set out the community buildings which are needed in the town, where they will be constructed and how they will be delivered.

The Community Building Strategy will include development for:

A Community Building which incorporates a main hall with a minimum size of 18 x 10 metre<sup>33</sup> main hall and ancillary facilities

A venue to house Religious Services

A cultural arts venue

Sports facilities and associated buildings

And parking for each of these facilities

8.2 AVDC's Draft Infrastructure Delivery Plan<sup>34</sup> identifies a need for a new community building based upon the development proposed.

8.3 Well Street Church is too small a facility to accommodate the Local Ecumenical Partnership of Methodist, Baptist and United Reformed Church services. As a result the community

<sup>33</sup> AVDC, Sport and Leisure Facilities Companion document ready reckoner, 2005

<sup>34</sup> Need identified in AVDC, Draft Infrastructure Delivery Plan, 2013 p27-28

building will be able to incorporate church provision.

8.4 The cultural arts centre will provide a facility for hosting performances and art. It will provide a public arts space available without the identified constraints of private ownership. Whilst facilities may exist within the town, questions of access especially at weekends and evenings and insurance coverage have constrained general public access. Buckingham has a very active cultural arts scene which should be supported as the town develops.

8.5 A large deficit and further requirement for sports facilities has been identified by both AVDC and Buckingham Town Council in various documents<sup>35</sup>.

8.6 Proposals for the following type of structure associated with sports facilities will be supported:

- Social space/pavilions
- Changing rooms
- Sports and maintenance storage facilities
- Toilet facilities
- Spectator standing and seating areas
- Floodlights (subject to ambient light not adversely affecting adjacent properties)
- Boundary fences
- Adequate car parking

#### **CLH1 – Allocate land for a Cemetery**

Land at site F has been allocated for a new Cemetery, a cemetery car park and associated buildings, as shown in

<sup>35</sup> AVDC, Draft Infrastructure Delivery Plan, 2013, AVDC, Play Pitch Strategy & Buckingham Town Council, Sports Facilities need in Buckingham, 2012 [appendix 4].

the indicative layout Fig 8.1 These proposals at Site F will be supported which provide a car park with approximately 50 spaces and a building incorporating a public toilet and cemetery equipment storage and undercover area.

On commencement of development (or an earlier date as agreed by both parties) of Site G, the land required to facilitate the cemetery on Site F will be transferred from the landowners to Buckingham Town Council.

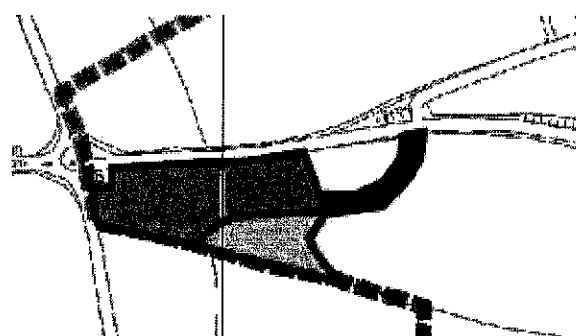


Fig. 8.1 Cemetery and Allotment Site

8.7 A new Cemetery has is needed for the town due to insufficient provision at the existing cemetery.

**CLH2 – Provision of play provision for new developments**

Provision of open accessible green space to include provision for designated equipped play area; separate additional area for informal playing space, and sports facilities This allocation will be based on a minimum of 2.43ha per 1000 persons for open accessible green space; with a minimum of 0.25ha per 1000 persons of designated equipped playing space and 0.55 ha per 1000 persons of informal playing space. The calculation of which is to be done pro rata on the number of dwellings

provided on each of Sites G, H & I & Reserve Site M.

8.8 Calculations using Fields in Trust Benchmark <sup>36</sup> for play areas and the basis of 2.5 persons per dwelling.

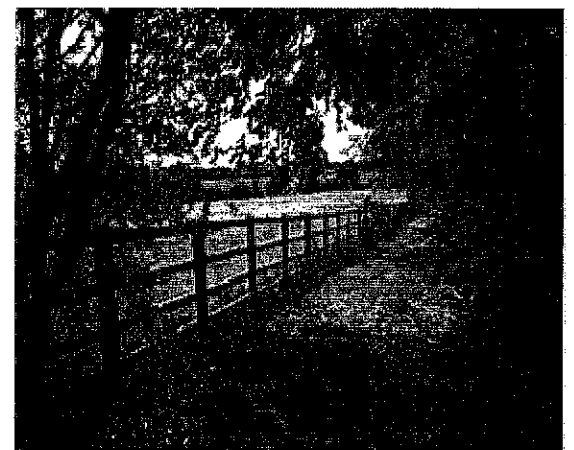


Fig 8.2

8.9 All play areas must score an excellent score against all criteria measured in RoSPA's Play Value Assessment (or any superseding assessment scheme).

8.10 Play spaces must have parking spaces nearby and good footpath and cycleway provision.

8.11 All play areas must have elements of inclusive play and must be wheelchair accessible.

**CLH3 – Allocate land for allotments**

Site F has been allocated for an additional allotment site and associated structures. A large community shed for housing communal equipment, etc. will be allowed on the site Proposals will also

<sup>36</sup> Fields in Trust, 2008, Planning and Design for Outdoor Sport and Play p6

be allowed to provide one shed on each 10 pole allotment plot if a shed is necessary. The site must provide a suitable access road, parking, loading and unloading area, toilets and water facilities.

On commencement of development (or an earlier date as agreed by both parties) of Site G, the land required to facilitate the cemetery on Site F will be transferred from the landowners to Buckingham Town Council

8.12 There are allotments off the Bourton Road<sup>37</sup> and also at Tingewick Road. There is no statutory calculation of the number of allotments per head of population/household.<sup>38</sup> Demand for allotments varies over periods of time and may be due to a number of social and economic factors.<sup>39</sup> In addition a

<sup>37</sup> Run by the Bourton Road Allotment Association in conjunction with Buckingham Town Council. The Bourton Road site has 73 plots of 10 poles (approx.250 sq.m.) The Tingewick Road Allocation is a private allotment association. The Tingewick Road site has 21 plots of 10 poles. On the Bourton Road site some of the traditional plots have been subdivided – this serves two purposes – one to shorten the waiting list, and two to adapt to varied requirements of allotment holders.

<sup>38</sup> The Thorpe Report of the Departmental Committee of Inquiry into Allotments, Cmnd 4166 HMSO 1969 suggested a figure of 15 per 1000 households, which seems to have been widely adopted as a guide. The National Society of Allotments & Leisure Gardens suggests 20 standard allotments per 1000 households – standard being 30 square yards [www.nsalg.org.uk]. The Survey of Allotments, Community Gardens and City Farms suggests that the national average may be 13 plots for every 1000 households – but there is a caveat attached to the report as to the accuracy given the low response rate.

<sup>39</sup> See Survey of Allotments, Community Gardens and City Farms – Professor David Crouch of the

Community Herb Garden has been created in Buckingham. There are tentative plans for an edible woodland communal growing area as part of the Green Ribbon within the Town Centre.<sup>40</sup>

8.13 Despite this there will be a shortfall in terms of allotment provision unless further plots are allocated. If an average of 16 allotment plots per 1000 households is used, and 6980 is taken as the figure of existing and new households over the Plan period, then there is a need for 112 plots in total. There are only 94 plots currently available, the status of the Tingewick Road allotments is uncertain, and it is noted that some of the plots in Bourton Road allotments have been subdivided partly to meet demand. Thus there is a large deficit in the current provision. However, based on the need from new development this is calculated at 18 plots and therefore there is a minimum requirement of 0.45ha.<sup>41</sup>

University of Derby for the Office of the Deputy Prime Minister [now DCLG], 2006 p.5 tracks demand from high during the period between the two world wars, then a decrease as rationing is lifted post second world war, and an increase in interest from 1970s onwards. Future considerations may well include rising global food prices as well as interest in food miles and safety in addition to leisure interests in gardening. The Food 2030 Defra 2010 at p.15 notes that an estimated 33% of population grow or intend to grow their own vegetables.

<sup>40</sup> See Buckingham in Transition group website <http://buckinghamtransition.co.uk/pt/Edible-Woodland-in-the-press/blog.htm>

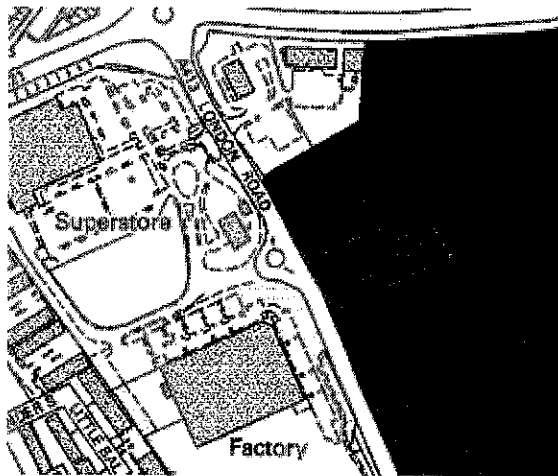
<sup>41</sup> Based on a need for 112 plots with current provision of 94, then a minimum requirement of 18 new plots of 10 poles each, results in a need for at least 0.45 ha.

Objective: Promote measures to improve the health of people living and working in Buckingham including the provision and retention of facilities locally.

Planning can lessen the affects of other problems in society and improve people's wellbeing. In addition retention of existing facilities and expansion of others can aid in improving the health of the residents of Buckingham

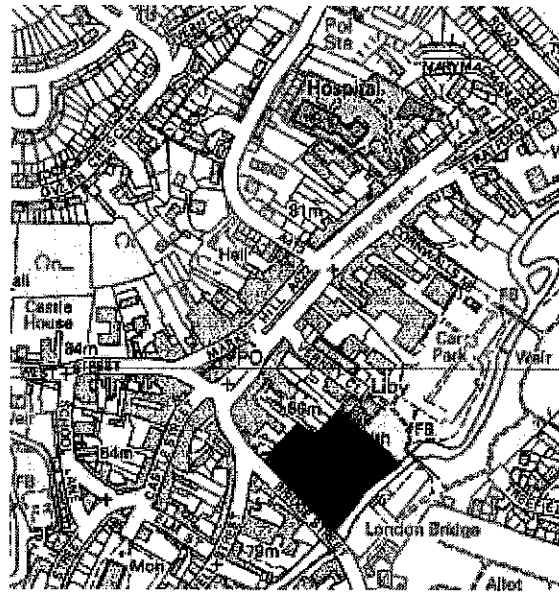
**CLH4 – New or extended health care facilities**

New or extended health care facilities on existing health care sites as shown on Figures 8.3 & 8.4 will be supported.



■ Health Care Provision  
 ■ Committed Development

Fig 8.3 Health Care Lace Hill



■ Health Care Provision  
 ■ Existing/recent Development

Fig. 8.4

8.14 Proposals which include extensions to current health facility provision at existing sites to meet the needs of the town will be supported.

8.15 New health care facilities must also provide good footpath and cycle way provision and must be wheelchair accessible.

8.16 During the consultation period a large number of residents highlighted the need for more healthcare provision. The sites chosen were done so in consultation with the local GPs and the Friends of Buckingham Hospital.

Objective: Maintain the quality of Buckingham's parkland and green space, in particular its 'green heart'.

Residents of Buckingham are understandably proud of the quality and quantity of the parkland and green space in Buckingham. Therefore the existing areas should be preserved or enhanced and that new quality green space is provided.





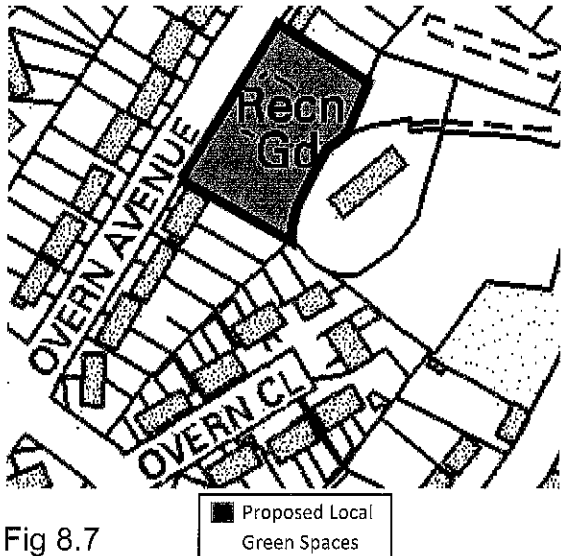


Fig 8.7

**Stratford Fields** – open green aspect on town approach from A422 providing much needed sports facilities for the town;

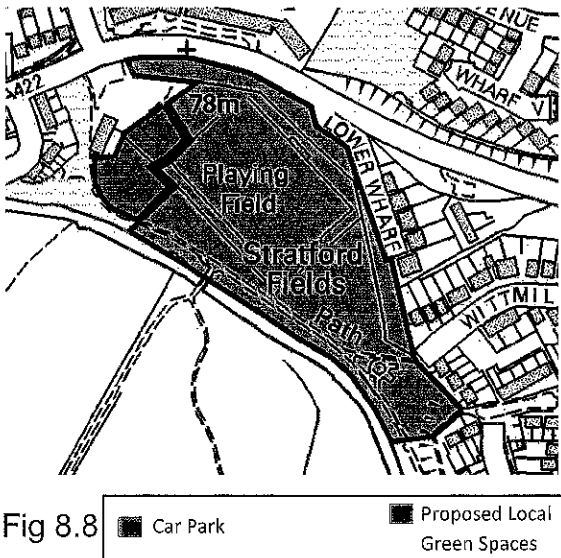


Fig 8.8

**Land Behind Castle House** – tranquil wildlife area providing a green corridor from long-stay car park and western residential areas to the town centre;

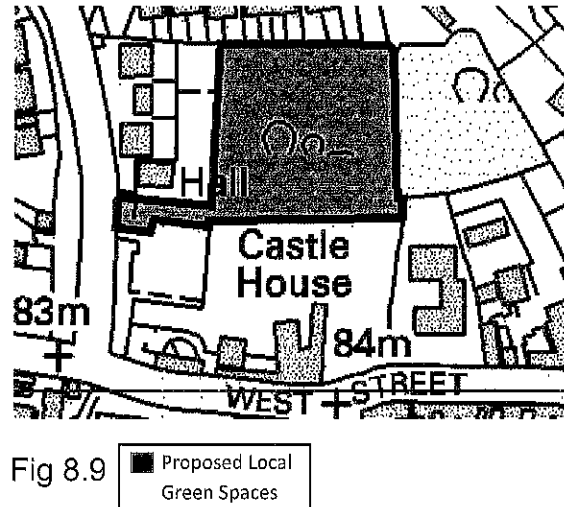


Fig 8.9

**Land at Verney Close** – wildlife area within the heart of the town providing interconnecting green corridors to a number of destinations including town centre; main car park; skateboard park and residential areas beyond; and riverside walk and parks;

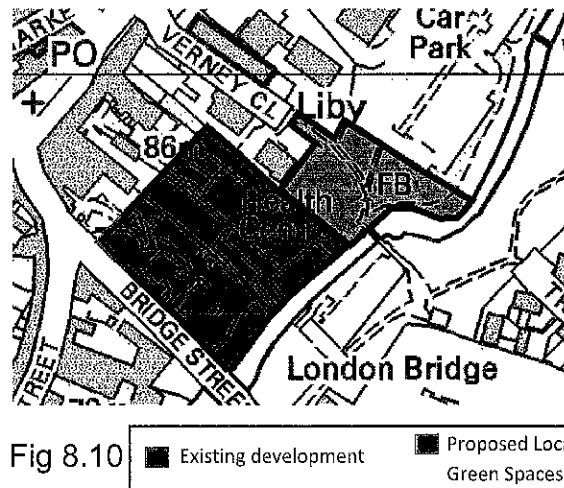


Fig 8.10

**Riverside Walk Extension** – extending access to Riverside Walk in accordance with CLH10 to existing and new residential and business communities as well as leisure facility for the whole community.

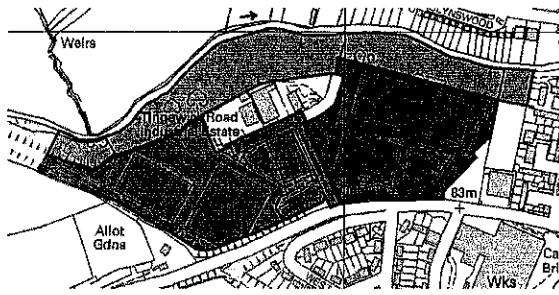
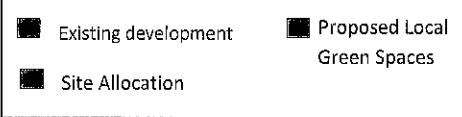


Fig 8.11



**CLH6 – Development of Canal Area**

Development will be supported at site B where it would be beneficial to the enhancement and the historic significance of the former and current canal arm as either a working waterway; as a tourist attraction; of the provision of tourist accommodation; to develop the area for green space, sports provision or leisure, or a combination of any of the above. Development will be supported where there is provision of a towpath which will be large enough to accommodate pedestrians, cyclists and wheelchair users with the aim of creating a cycle / walking route alongside the canal towards Cosgrove.

8.18 This is to aid the Buckingham Canal Society in redeveloping the Buckingham Arm of the Grand Union Canal. The aim is to re-open the canal as a working water way with links through to Cosgrove.

**CLH7 – Preservation of St. Rumbold’s Well**

A new park is to be created at St. Rumbold’s Well as part of the development of Site G. Development of the area including and surrounding St. Rumbold’s Well will be supported where the Well is made a “main

feature” of the park and where there are good footpath and cycleway links, including access onto the scenic/railway walk subject to there being no substantial harm to the scheduled ancient monument, unless substantial public benefits are demonstrated to outweigh that harm. This is intended to provide green walkways/cycleways for access to education facilities. Support will be given should development on Site J be incorporated to be included in this provision.



Figure 8.12  
 ■ St Rumbold’s Well ■ Allocated Sites

8.19 St. Rumbold’s Well is a key site in the town. It is a scheduled ancient monument and therefore its preservation is not only highly important but necessary.

8.20 The new park should contain an information point to include interpretation relating to the Well; the specification and type to be agreed with Buckingham Town Council.

**CLH8 – Continuation and expansion of the Riverside Walk**

Development schemes adjacent to the river must provide for a public pedestrian/cycle route and amenity spaces, which must include seating and space for other activities such as picnicking, alongside the river Great Ouse.

Any buildings which bound the Riverside walk must be designed to overlook the area, to provide an additional security feature.

8.21 Where possible connections should be made to the existing riverside walk network, and there should be new pathways created within the development to the new riverside walk.

8.22 The desire for the continuation and expansion of the Riverside Walk has been a long held policy of the Town Council and is a saved policy within AVDLP (BU11). The need for the retention of the policy was reflected within the public consultation.

## 9. Economy and Education

OBJECTIVE	POLICY
<p><b>Foster the economic development of the town and its hinterland by providing employment led growth, increasing the town's appeal to tourists and invigorating the town centre.</b></p>	EE1 – Allocate land for employment development
	EE2 – Allocation of land for retail, office and mixed development
	EE3 – Locate new retail development within the town centre
	EE4 – Retain and enhance the primary and secondary retail frontages
	EE5 – Allocation of land for town centre parking
	EE6 – Telecommunication provision
<p><b>Help enable effective education across all tiers in Buckingham and ensure that links to and from the local economy are established.</b></p>	EE7 – Preservation of existing primary and senior school sites
	EE8 – Land allocated to University of Buckingham expansion

Objective: Foster the economic development of the town and its hinterland by providing employment led growth, increasing the town's appeal to tourists and invigorating the town centre.

The development of the town as an employment area is key to ensuring that Buckingham does not become a dormitory town. By encouraging retail development of the town centre Buckingham can retain its feel of that of a historic Market Town. With large employment development taking place at Silverstone this can be an opportunity for more jobs within Buckingham. It also takes into account the loss of the employment land through the loss of the Tingewick Road Industrial Estate.

9.1. It is noted that Buckingham is on the proposed route of the improvements undertaken to be made by central government to the roads between Cambridge and Oxford, as announced on "Major roads investment in London and the south east" in December, 2014<sup>42</sup>.

9.2 The progress of these improvements will be monitored by the Town Council who will work with the relevant agencies to ensure that any potential bypass delivers the best possible outcome for Buckingham.

<sup>42</sup> <https://www.gov.uk/government/news/major-roads-investment-in-london-and-the-south-east>

### **EE1 – Allocate land for employment development**

Land at site Q is allocated for 10 hectares of new employment development. Employment development will be located on that part of the site closest to Buckingham Industrial Estate. The southern edge of the allocation will comprise a landscape buffer to protect the views between the site and the Padbury Valley. The remainder of Site Q is allocated as a reserve employment allocation. This will only be developed should it be demonstrated that further employment development is necessary. The development of employment land must accord with the following requirements. Appropriate vehicular access from existing sites or minor roads

- A pedestrian / cycle link must be provided to proposed or existing cycleways
- Improvements to pedestrian / cycle links into Buckingham
- New footpaths or cycleways on site should be overlooked but not dominated by buildings and well lit so that users feel secure
- Positive building frontages and landscaping must overlook the site access.
- Have a buffer between the proposed employment land and any existing housing provision to ensure that new buildings are not overbearing on existing buildings

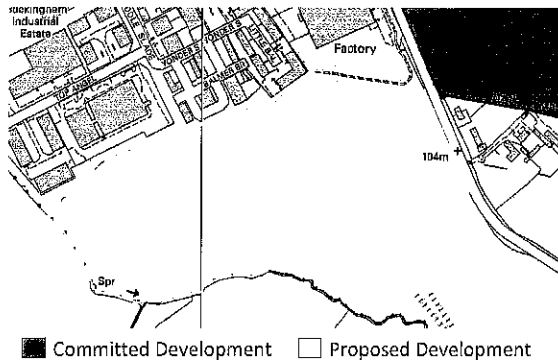


Fig. 9.1

9.4 The employment site should be aimed at high quality jobs principally in office/business use and hi-tech office/industrial use. This would complement the developments taking place at Silverstone. Uses other than B8 will be preferred, B8 usage will be granted if it can be shown that attempts have been made "to market", at a suitable market rate, the site/unit for other B-use classes for a reasonable period of time.

9.5 During public consultation it was highlighted that local people felt that B8 storage or distribution would not be suitable in Buckingham due to its low ratio of jobs and likely increase in volume of traffic.

**EE2 – Allocation of land for retail, office and mixed development**

Proposals will be supported for new mixed used developments at the locations shown in figures 9.3, 9.4 & 9.5. Office usage on upper floors, with residential development permitted on upper floor levels where the primary ground floor frontage is A1, A2, A3, A4 or A5 will be supported. This policy would only be applicable should the sites become available.

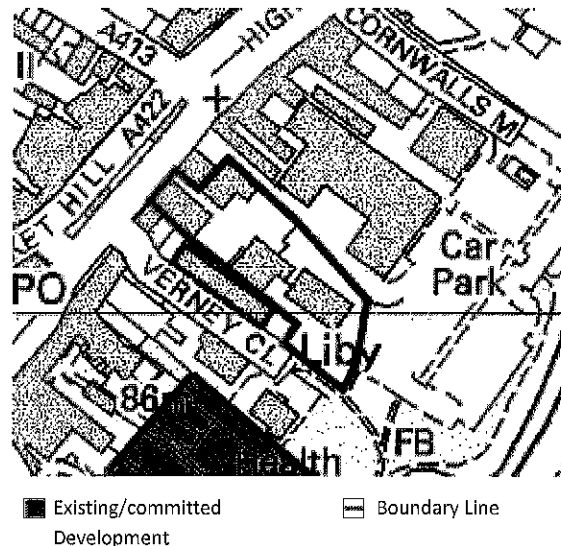


Fig. 9.3 Sorting Office/Telephone Exchange Site

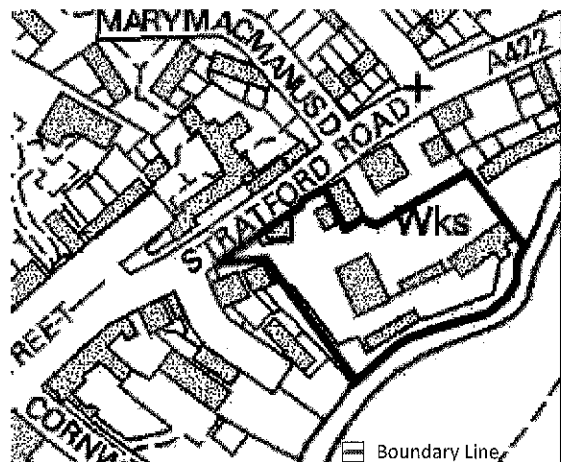


Fig. 9.4 Wharf Yard Site

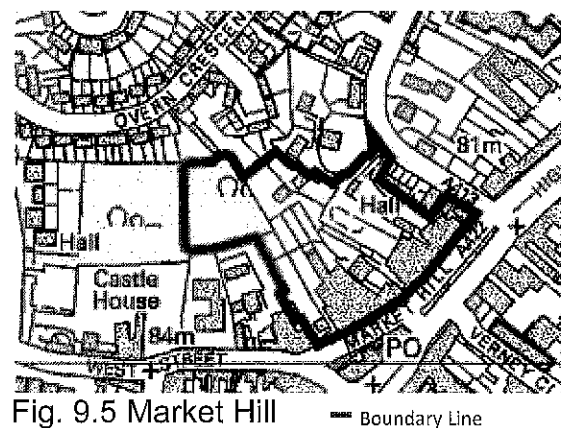


Fig. 9.5 Market Hill

9.8 Proposals should focus on providing a vibrant town centre through retail usage. There is support for this policy in the Evidence Base (paragraphs 1.45-1.72) and through the Site Assessments for these areas.

9.9 Proposals may include provision for Town Centre car parking (please see policy EE5).

9.10 New or redevelopment schemes should provide good access links to surrounding facilities and retail areas.

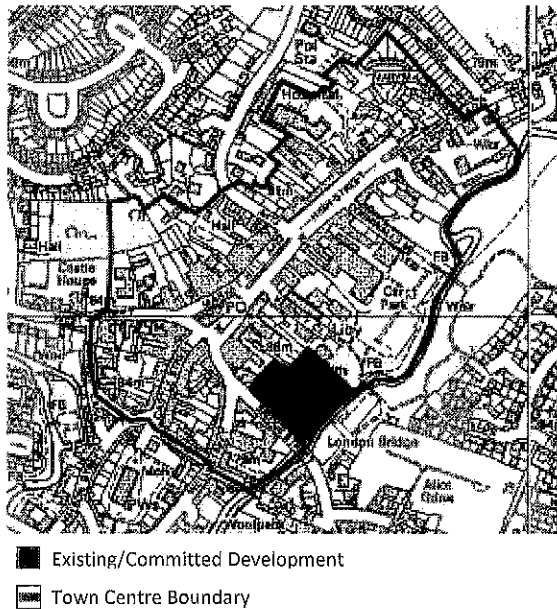


Fig. 9.6 Town Centre Area

**EE3 – Development of the town centre**

Applications will be supported for new town centre uses (A1, A2, A3, A4, A5, B1(a), C1, D1 & D2) within Buckingham town centre, which is defined in figure 9.6, subject to EE5 below

9.11 Key to ensuring that Buckingham has a vibrant town centre is ensuring that there is a mixture of uses and that people are encouraged to come into the town. This is explored further in the Evidence Base

9.12 By allowing not just retail but other uses in the town centre area it is hoped to attract residents and visitors to use the town centre and ensure that it thrives.

9.13 Allowing this development to take place in the town centre will cater for an expected growth in need for town centre facilities due to the expanding population of the town, the University and in the Buckingham service area.

9.14 The Town Centre area was designated by local residents through a consultation event specifically on the Town Centre (further details can be found in the Consultation Statement).

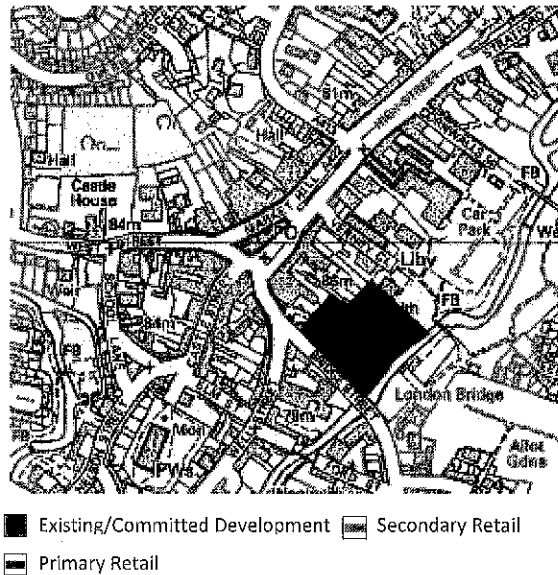


Fig. 9.7 Primary & Secondary Retail

**EE4 – Retain and enhance the primary and secondary retail frontages**

To ensure the protection and enhancement of the town centre as a shopping destination the introduction of new non-retail uses (Classes A2, A3, A4 and A5) will be restricted to 35% of the sum total of the primary retail frontages in figure 9.7

Within the secondary retail frontages change of use from residential and/or employment to uses within Classes A1 – A5 will be supported provided that the proposed use will not adversely affect nearby residential properties.



9.15 The areas outlined in figure 9.7 as primary retail frontage already have a high proportion of retail uses. It is important that these uses are retained and enhanced so that town centre can remain a vibrant place and support the vitality and viability of the centre.

9.16 An exception can be made under this policy for any property which has been actively marketed for retail use for a period of 6 months or more without success.

#### **EE5 – Allocation of land for town centre parking**

Two sites have been identified on Figure 9.8 where the provision of town centre car parking will be supported. Car parks at these locations should provide disabled car parking spaces, electric car charging bays and access to footpaths.

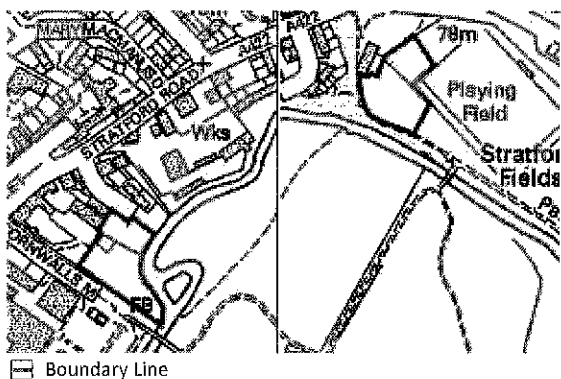


Fig. 9.8 Car Parking Sites

9.17 More parking provision in and around the Town Centre will ensure that there are facilities for visitors to the town centre to access the services and amenities, and will be provided when the sites become available. This is noted in the Buckinghamshire Countywide Planning Guidance and it is expected that the standards therein contained will be met or exceeded.

9.18 The increase in car parking will allow the further expansion of retail provision in the town centre.

9.19 New car parks should make provision for electric car charging bays. This is to accommodate the increasing number of electric cars which are available and to ensure Buckingham is at the forefront of green travel options.

9.20 The site to the rear of 13 High Street should accommodate a seating and picnic area and an extension to the existing riverside walk.

#### **EE6 – Telecommunication provision**

Proposals for telecommunications development that require planning permission will be permitted provided that the criteria below are met:

The siting and appearance of the proposed apparatus and associated structures should seek to minimise impact on the visual amenity of the surrounding area.

If on a building, apparatus and associated structures should be sited and designed in order to seek to minimise impact to the external appearance of the host building.

If proposing a new mast, it should be demonstrated that the applicant has explored the possibility of erecting apparatus on existing buildings, masts or other structures. Such evidence should accompany any application made to the planning authority.

If proposing development in a sensitive area, the development should not have an unacceptable effect on areas of ecological interest, areas of landscape importance, archaeological sites,

conservation areas or buildings of architectural or historic interest.

When considering applications for telecommunications development, regard shall be had to the operational requirements of telecommunications networks and the technical limitations of the technology.<sup>43</sup>

**Objective:** Help enable effective education across all tiers in Buckingham and ensure that links to and from the local economy are established.

By enabling the provision of new University facilities to cope with the proposed expansion of the University it will enable the local economy to grow and flourish.

Ensuring that the education facilities for primary and senior school provision is retained and given the ability to grow is important to aiding in the development of next generation of residents

**EE7 – Preservation of existing primary and senior school sites**

Only development associated with Primary and Secondary Education will be permitted on existing school sites provided that school sports fields are not adversely affected.

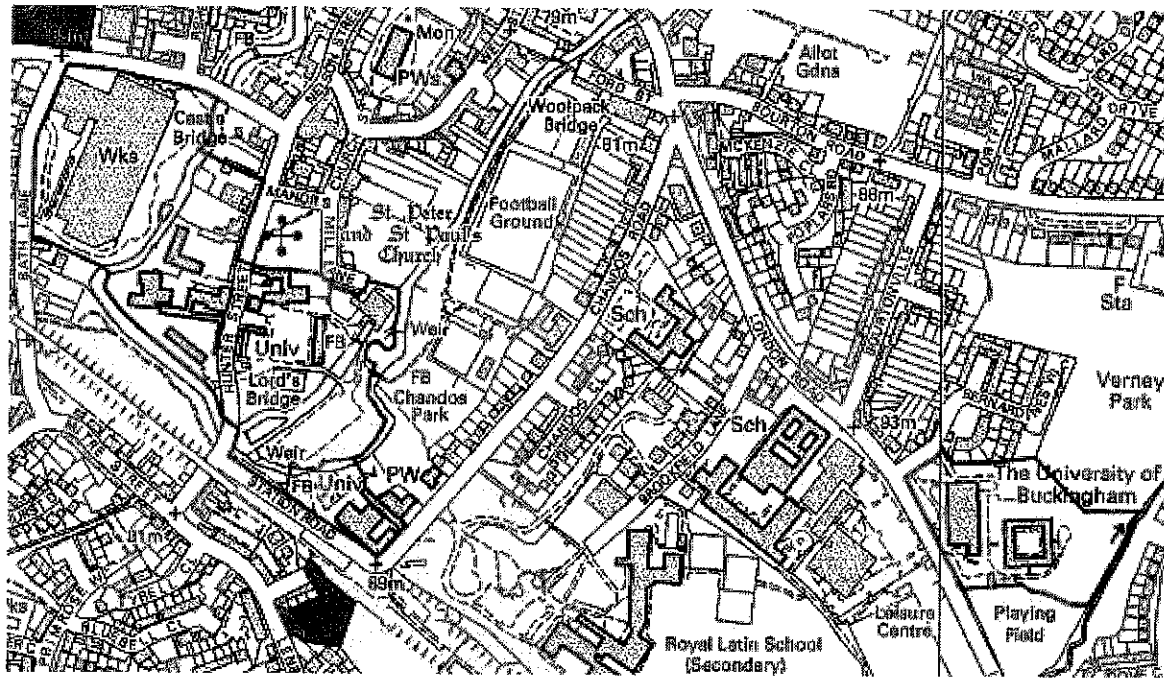
9.21 Ensuring that there are good facilities for school provision is extremely important to the town and safeguarding existing school sites and allowing them to expand upon their existing sites will enable good school provision in the future.

<sup>43</sup> Policy advocated by The Mobile Operators Association

**EE8 – Land allocated to University of Buckingham expansion**

Development of new and the refurbishment of existing academic buildings for University use on the sites shown on Figure 9.9 will be supported.

9.22 Through the expansion of the University new facilities are needed to provide academic space and other facilities associated with a university.



University  
 Committed  
 Education sites

Fig. 9.9 University Sites

## 10. Infrastructure

OBJECTIVE	POLICY
<p>Improve movement into and around the town in a healthy and safe manner. Specifically promoting cycling, walking and ease of access for the disabled.</p>	<p>11 – New disabled access requirement for new pedestrian routes</p>
<p>Encourage a reduction in the carbon footprint of Buckingham by promoting energy efficiency and renewable energy generation.</p>	<p>12 – Renewable energy generation</p>
	<p>13 – Rainwater collection</p>
<p>Mitigate and improve the capability of the town to deal with flooding.</p>	<p>14 – Development upon the flood plain</p>
	<p>15 – Sewage Management</p>

Fig 10.1 Town View



Objective: Improve movement into and around the town in a healthy and safe manner. Specifically promoting cycling, walking and ease of access for the disabled.

Enabling better connectivity by road will enable better transport links both for business and pleasure; also, by providing additional green infrastructure networks, it will reduce the town's reliance on road transport and ensure a healthier town. Ensuring good disabled access will allow all to benefit from the new development within the town.

10.1 The Town Council strongly supports the provision of good connections, via pedestrian and cycle links, with the existing town, footpaths, bridleways, and other potential destinations. Section 4 sets out details in this regard.

10.2 "Good connections" means that:

- Routes should follow desired lines and clearly link potential destinations.
- Routes should keep road crossings and changes in level to a minimum.
- Road crossings should form a natural part of the route, avoiding detours that make the crossing inconvenient for users, and have good visibility in all directions.
- The alignment of routes should provide good forward visibility in both directions avoiding hidden corners or sudden changes in direction.

10.3 Routes should be of an adequate width to enable passing of cycles, wheel chairs and/or mobility scooters.

Wide verges should be provided each side of the path for good visibility and safety.

10.4 Routes should where possible be linked and form part of the green space, either already in existence or created as part of this plan.

**I1 – New disabled access requirement for new pedestrian routes**

Pedestrian routes must be suitable for disabled access. Routes must provide seating to ensure that those with mobility problems have the option to stop for a rest.

10.5 Pedestrian routes should be made of a suitable material to allow easy access for those with mobility problems. This would consist of a surface which would not hold water when wet, and would not be so soft that pushing a wheelchair/pushchair is made difficult.

10.6 Routes should be of a suitable gradient to enable easy access for those with mobility problems.

**I2– Renewable energy generation**

Planning permission will be granted for small scale micro-generation production for renewable energy generation. This would consist of (but would not be limited to) small scale micro-generation of renewable energy in relation to solar, wind or photo-voltaic energy. Any such development affecting heritage assets, or their setting, will only be permitted where it is demonstrated to preserve or enhance these assets.

### **13 – Rainwater collection**

All new buildings must have a scheme to collect rainwater for use. To aid in helping reduce the carbon footprint of buildings, reduce surface water flooding and to help in times of drought, a water use scheme should be incorporated into the design of new buildings. Rainwater collection is in addition to and cannot be counted within attenuation of the development drainage proposals.

**Objective:** Mitigate and improve the capability of the town to deal with flooding.

The town has suffered during its history from flooding and the destruction which has resulted from it. As a result a key issue for the town is protecting it from flooding.

### **14 – Development upon the flood plain**

Development will not be permitted on Flood Zone 2 or 3, unless the conditions set out within the National Planning Policy Framework (NPPF) and the NPPF Planning Practice Guidance are met

10.7 After a number of major flood events in the last 30 years flooding remains a significant concern to Buckingham and residents

### **15 – Sewage Management**

Buckingham has an evidenced problem with sewage drainage. In order to manage this situation, development requiring sewage drainage must demonstrate an appropriate solution.

10.8 This policy has been supported by Anglian Water and the Environment Agency. Further elaboration may be found in the Evidence Base (paragraphs 1.40-1.41 & 1.122)

## 11. Developer Contributions

<b>OBJECTIVE</b>	
<b>Secure Developer Contributions from new development for the benefit of the local community through developer contributions, new homes bonus and/or Community Infrastructure Levy</b>	<b>Community Action</b> on cycle and pedestrian connections

Fig 11.1 Manor House



Fig 11.2 Nelson Street



**Objective:** Secure Developer Contributions from new development for the benefit of the local community through developer contributions, new homes bonus and/or Community Infrastructure Levy

Development has unseen immediate effects and consequences which are larger than the immediate area. In addition there are larger schemes which are important for development to be successful which are too large for a single development to fund or bear the cost. Therefore the following policies will accommodate these larger infrastructure problems and ensure that the town will be a great place for its residents.

### **Community Action**

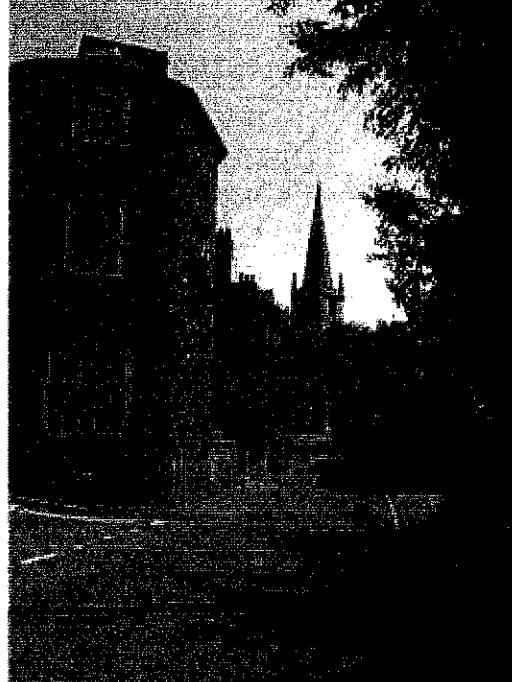
11.1 The provision of new pedestrian and cycle link is strongly supported and the Town Council will seek contributions towards this aspiration.

11.2 It is proposed that these schemes will provide:

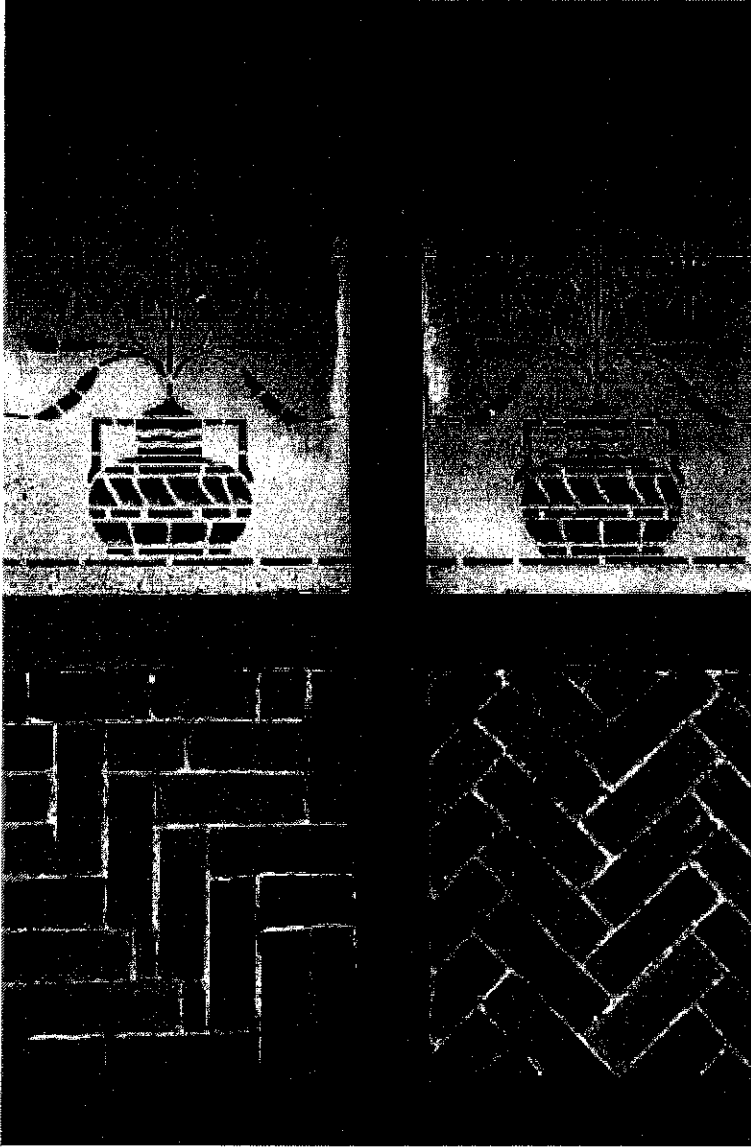
- Better links within the town boundary
- Links to Winslow and the new East – West Rail station
- Links to Milton Keynes Redways
- Improved connections with local tourist attractions such as Stowe Landscape Gardens and Silverstone
- Better connections with local villages

11.3 Other funding sources will be sought by the Town Council for additional funding for the projects.

Fig. 11.3 School Lane







## Section 4 - Site Specific Requirements

Dennis Granville

### **POLICY**

SR1 – Site Design Brief

SR2 – Site G

SR3 – Site H

SR4 – Site I

SR5 – Site J

SR6 – Site K

SR7 – Site M

## 12. Site Specific Requirements

### Site Design Brief

A Design Brief for each of the allocated housing sites must be produced setting out the principles for development. This Brief must demonstrate how it accords with the Neighbourhood Plan and be discussed with Buckingham Town Council and, as appropriate, with other stakeholders as part of the design process, within a reasonable period of time prior to being submitted as part of any planning application

12.1 This Section of the Plan allocates land for residential development. For each site, the following information is provided:

- A Site Allocation plan, identifying the overall extent of the land allocated for development. This plan includes all of the land allocated, including open space and landscape buffers as well as built development.
- The policy requirements for the allocated sites setting out the number of dwellings allocated on the site and any other allocations, along with the area of open space. The policy requirements include specific issues such as the type of open space that must be provided.
- An explanation of the issues associated with the site. These are dependent upon the site however these typically include issues such as the views to and from the site and potential connections to the surrounding area, and have been considered in setting out the policy requirements for each site.

## Site G

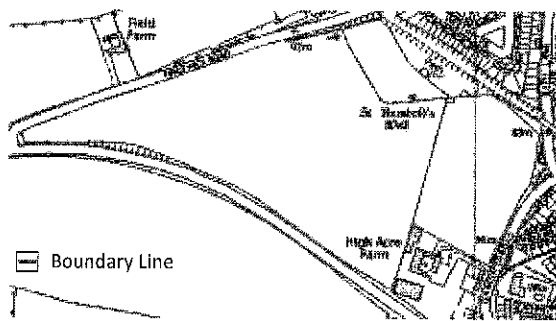


Fig. 12.1

### Site G (16.62ha) is allocated for and has site specific requirements for:

- Around 400 dwellings over 14.19 ha of land, with a density per hectare suitable for this semi-rural location and allowing a buffer strip bordering the Tingewick Road to protect the views of the town especially the Grade 1 Listed Buckingham Parish Church
- Provide a new park
- An improved junction at Tingewick Road/A421
- A Cemetery and Allotment and associated amenities at Site F
- Good surface water drainage in relation to existing known problems .i.e. along the northern boundary of the site and springs in the area of St. Rumbold's Well

12.2 Site G is to the south west of the town and incorporates St. Rumbold's Well, a scheduled ancient monument. The A421 is to the south/south west of the site. The site is also well defined to the north/north west of the site by Tingewick Road which forms a main approach into the town centre.

12.3 The site is mainly two open fields with well-defined hedgerows surrounding the site.

12.4 Views from the bypass are obscured by the existing hedgerows and would be mitigated by the topography of the land.

12.5 St. Rumbold's Well is a key site in the town. It is a scheduled ancient monument and therefore its preservation is key.

12.6 Although the site borders the scenic/railway walk (situated to the north east of the site), the tree cover and the fact that the site slopes up and away from the path reduces the impact on the view. The main change in the view would be from the bridge over Bath Lane. This would remove the open fields from the view; however, much of the current view is taken up by the existing Mount Pleasant estate.

12.7 With St. Rumbold's Well and the connection into the scenic walk there is an opportunity to create a further key park/open space for the town. By providing good pedestrian/cycle connections into the Scenic Walk, belonging to AVDC it would be able to expand upon the existing infrastructure network. By creating further links through the site to Gawcott Road, the Scenic Walk and along Tingewick Road (including an extension of the footpath to Westfields), There is an opportunity to make this a fully integrated extension to the town.

12.8 By providing links to the town to existing residential developments, where feelings of isolation have been expressed through public consultation.

12.9 Development of the area including and surrounding St. Rumbold's Well will be supported where the Well is made a "main feature" of the park and where there

are good footpath and cycleway links, including access onto the scenic/railway walk. The new park should contain an information point to include interpretation relating to the Well, the design and format of which is to be agreed with Buckingham Town Council.

12.10 The site is away from the flood plain, however, there are flooding issues to be considered for the site. Natural springs form on the site and the reason for St. Rumbold's Well being in the position it is due to the high water table level and the prospect that it is a terminus of an aquifer. Surface water mitigation will need to take place to the north west of the site.

12.11 Good public transport provision could be provided along Tingewick Road. This would link in the existing provision but would be supplemented by the other site provision within this plan.

12.12 Improvements will need to be made to the junction of the A421 and Tingewick Road to improve access into and out of the town.

## Site H

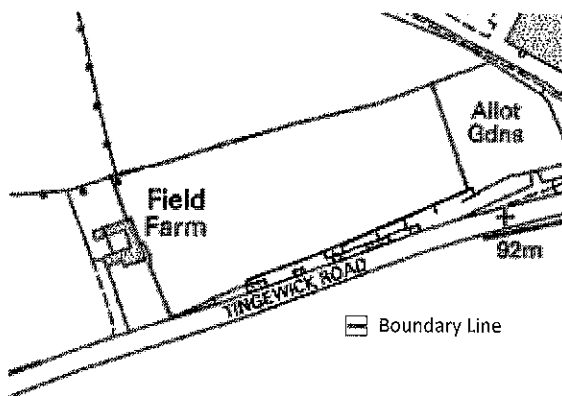


Fig. 12.2

**Site H 2.47(ha) is allocated for and has site specific requirements for:**

- Around 50 dwellings over 2.17 ha of land including area of self build housing

12.13 Site H is to the south east of the town. The area is on the approach to the town along Tingewick Road. However, due to existing hedgerow and building position the site is quite secluded. The site would impact upon the views from the existing dwellings on Tingewick Road.

12.14 The site has a number of hedgerows, integration with the existing dwellings is imperative to a good development being undertaken.

12.15 There are opportunities within the site to improve access into the town centre and to the nursery school to the west of the site.

12.16 There are opportunities to integrate the site with other proposed developments, providing well-planned pedestrian and cycle routes would enable good interaction with other areas of the town.

12.17 With the further proposed development planned for Tingewick Road there is potential for enhanced transport links.

12.18 The site although small can offer good quality open space. This could be enhanced, along with pedestrian and cycle access along Tingewick Road and linking to the Railway Walk.

## Site I

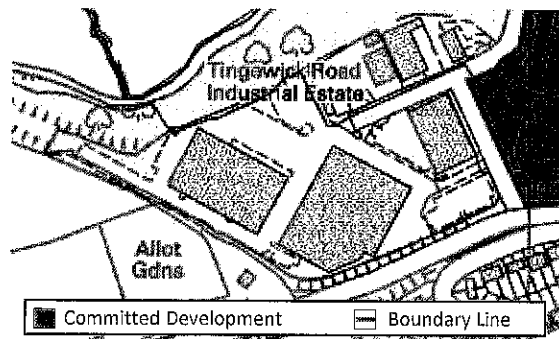


Fig. 12.3

**Site I 3.67(ha) is allocated for and has site specific requirements for:**

- Around 100 dwellings over 2.62 ha of land.
- Separate Area of, or exceeding, 0.44 ha for employment land
- Green Space should be focused in the north of the site to aid with any future expansion of the Riverside Walk

12.19 The site is to the south west of the town. Currently the site is an industrial estate. Through previous studies carried out by the District Council, it has been found that the current provision does not meet the current demand in relation to the structures on site.

12.20 The site is bounded to the north east by retained employment land. The land to the east is currently employment land; however it has permission for 89 dwellings and a small proportion of employment land. To the north west and west is green space. The boundary on the west is the former railway line (with part of this incorporated into the site). It forms part of the Bernwood Walk and offers good pedestrian connections via the rest of the scenic and railway walks.

12.21 There are opportunities to integrate the site with other proposed sites, with good pedestrian and cycle routes enabling good interaction with other buildings and sites.

12.22 Coupled with the further development planned for Tingewick Road, there is a potential for creating enhanced transport links.

12.23 If the green space is developed to the north of the site there is the potential for an integrated space which would be an ideal extension to the riverside walk to link it in the scenic/railway walk.

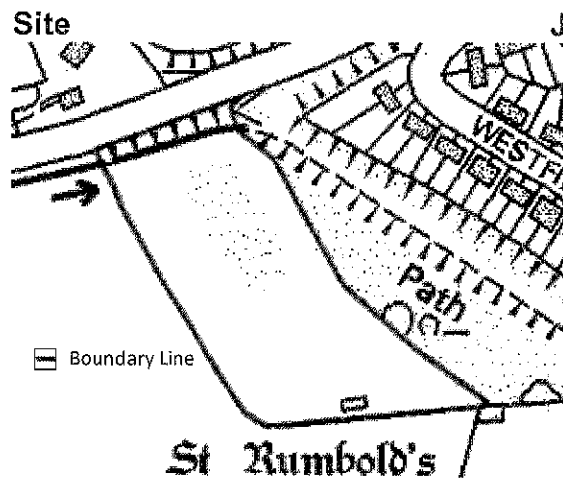


Fig. 12.4

**Site J (1.77ha) is allocated for and has site specific requirements for:**

- Around 39 dwellings over 1.77 ha of land. Linked with providing dwellings for older residents
- Linking the development in with the proposed new park at St. Rumbold's Well, ensuring that the significance of its Scheduled Ancient Monument status is respected
- Relocating tree provision from the centre of the site to result in no over overall loss of bio diversity

12.24 Site J is to the south west of the town and on the south east is bordered by St. Rumbold's Well, a scheduled ancient monument. The site is well defined to the north/north west of the site by Tingewick Road which forms a main approach into the town centre. Development of the site will enable better connections into the town centre, through development of a pedestrian and cycle route.

12.25 To the east of the site is the scenic walk with potential for good pedestrian links with the walk and St. Rumbold's Well. Furthermore with the

development of site H to the south and west of the area there are opportunities for good pedestrian and cycle links into the development.

12.26 Currently the area is a field with a copse of trees within the centre. However, the proposed development will safeguard biodiversity on this site.

## Reserve Site M

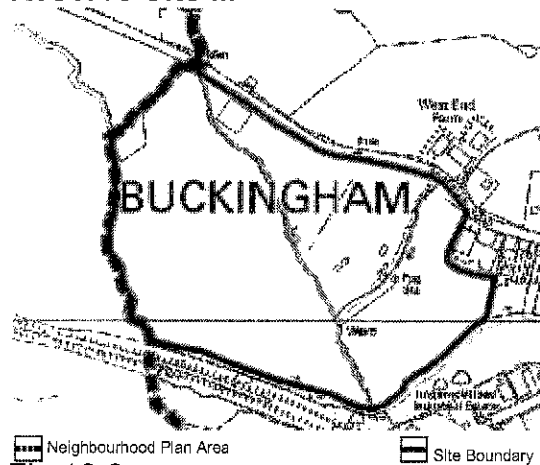


Fig 12.6

**Site M (20.02ha) is allocated for and has site specific requirements for:**

- Around 300 dwellings

12.30 Site M is to the west of the town and incorporates a large area including flood plain. The site is well defined to the north with the A422 forming the edge of the site. To the south of the site there is the Great River Ouse.

12.31 The site is mainly open fields with hedgerows surrounding the site and the fields. Running to the south of the site is the old railway line. This would form the focus of a green corridor creating a good pedestrian and cycle link into the town.

12.32 The Great Ouse flows through site, along with a tributary. The flood plain through the site would form the basis of green open space and possible sports facilities.

12.33 Although the site covers a large area the valley upon which the site lies gives protection in regards to views across the area.

12.34 The site has been allocated as reserve allocation for 300 dwellings. Therefore only part of the area marked

as Site M may be brought forward for development.

12.35 Site M has provision within the entire area of providing the number of dwellings required within the parts of the site which are within Flood Zone 1.

12.36 The landowner has indicated that the site is deliverable if or when required under the Plan.<sup>44</sup>

<sup>44</sup> Comment 133 in Third Pre-Submission Consultation Responses in Consultation Summary.



## **Request for Help from Buckingham Town Council in identifying new site/premises for Well Street United Church**

Well Street United Church is a growing community-focused church. Officially, we are a Local Ecumenical Partnership (LEP) made up of Baptist, Methodist and United Reformed Christian denominations. In practice, we have many members of other church backgrounds and those with none.

For many years, we have been looking to relocate to a new site. We have outgrown the present site, which also has practical difficulties in terms of access and lack of parking. In May 2013, the church began to use the Royal Latin School Hall for Sunday worship, whilst continuing its search for new premises.

We would like to explore with the Town Council:

1. A partnership in relation to Buckingham Community Centre. We have a couple of ideas that we will share at the Council Meeting.
2. The availability of any other premises within the town that might be suitable as a new long-term home for Well Street United Church.

Revd Tim Edworthy  
Minister  
Well Street United Church, Buckingham

22/6/15

**Deputy Town Clerk**

---

**From:** Stuchbury, Robin - (County Councillor) [rstuchbury@buckscc.gov.uk]  
**Sent:** 21 June 2015 19:53  
**To:** christopher Wayman; <deputytownclerk@buckingham-tc.gov.uk>; Andrew Mahi; Jon Harvey; Ruth Newell  
**Subject:** Fwd: Proposed Erection of Public Toilets (15/01603/APP)

Dear Chris please place this email with in the agenda for full council please,for the members To read and give their own opinion on its content,Chris ,,

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

Begin forwarded message:

**From:** Jonathan Judkins <[Managerbuckingham@waitrose.co.uk](mailto:Managerbuckingham@waitrose.co.uk)>  
**Date:** 20 June 2015 23:33:11 BST  
**To:** <[rstuchbury@buckscc.gov.uk](mailto:rstuchbury@buckscc.gov.uk)>  
**Subject:** Proposed Erection of Public Toilets (15/01603/APP)

**To Mr Robin Stuchbury**

I am writing to you to outline my thoughts on the proposed erection of public toilets adjacent to the Community Centre in Buckingham.

I believe it is welcome news that Buckingham is to receive a investment in building new public toilets for the town centre, as I believe this will provide a valuable facility for visitors to the town.

It appears logical to locate them near the Cornwalls Meadow Car Park, however if I may I would like to provide my commentary on their specific location.

I understand, that there was a proposal at one stage to locate them in the space currently occupied by the recycling facilities. This for me, appears to be the logical location. This is because it would be clearly visible to vehicle users as they enter Cornwall Meadow Car Park, and as such if they require the use of toilet facilities, they would be fully aware of their location.

I understand that it is important to provide safe passage for users of Cornwall Meadow Car Park, to the new public toilets. I wonder if the use of a Zebra Crossing across the entrance road to Cornwall Meadow Car Park, might provide acceptable provision for safe passage from the Car Park to the new public toilets if they were located in the area currently occupied by the recycling facility. I do however understand that this may not be possible.

If the toilets need to be located adjacent to the community centre, then I do believe that the location proposed next to the Flag Pole and nearest to the main entrance/exit road to the Cornwall Meadow Car Park ( I believe shown on the latest drawings attached to the planning application) would be preferable, when compared to locating the toilet block in the principal walkway from the Cornwall Meadow Car Park towards the Meadow Walk and Cornwall Shopping areas. This is because, in my opinion the principal walkway is subjected to significantly greater footfall and trolley movement than the passage to the side of the community centre.

I would like to make clear that these comments are my personal views, and do not represent the views of Waitrose Ltd.

Yours Sincerely  
Jon Judkins



\*\*\*\*\*

This email is confidential and may contain copyright material of the John Lewis Partnership. If you are not the intended recipient, please notify us immediately and delete all copies of this message.

(Please note that it is your responsibility to scan this message for viruses). Email to and from the

John Lewis Partnership is automatically monitored for operational and lawful business reasons.

\*\*\*\*\*

John Lewis plc  
Registered in England 233462  
Registered office 171 Victoria Street London SW1E 5NN

Websites: <http://www.johnlewis.com>  
<http://www.waitrose.com>  
<http://www.johnlewis.com/insurance>  
<http://www.johnlewispartnership.co.uk>

\*\*\*\*\*

\*\*\*\*\*

This email is confidential and may contain copyright material of the John Lewis Partnership. If you are not the intended recipient, please notify us immediately and delete all copies of this message.

(Please note that it is your responsibility to scan this message for viruses). Email to and from the

John Lewis Partnership is automatically monitored for operational and lawful business reasons.

\*\*\*\*\*

John Lewis plc  
Registered in England 233462

**BUCKINGHAM TOWN COUNCIL**  
**Application for Dispensation under Section 33 of Localism Act 2011**

To: The Clerk  
 Buckingham Town Council

<b>Full name of councillor seeking dispensation</b>
<b>Type and details of interest for which dispensation is sought</b>
<p>A Disclosable Pecuniary Interest by virtue of my beneficial interest in the following land/property within the Town for which a parish precept is payable, namely:-  <i>(Insert address of your residential property below)</i></p>
<b>Nature and duration of dispensation sought</b>
<p>To speak and vote on the setting of the parish precept for Buckingham Town Council until 1 May 2019</p>
<b>Reasons why you think the Dispensation should be granted <i>(see below for the grounds under which a dispensation can be granted)</i>.</b>
<p>The majority of councillors have a beneficial interest in property within the parish subject to the payment of a parish precept. The exemption in the old model code of conduct for setting of the parish precept was not replicated in the 2012 DPI Regulations. Accordingly, without this dispensation the number of persons prohibited from participating in the decision to set the precept for the Town would be so great a proportion of the Council as to impede the transaction of that business.</p>

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**NOTE:** Under Section 33(2) of the Act a Council may grant a dispensation to a member or co-opted member of an authority only if, after having had regard to all the relevant circumstances, it considers that:-

- (a) without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the Council as to impede the transaction of the business
- (b) without the dispensation the representation of different political groups on the Council would be so upset as to alter the likely outcome of any vote relating to the business
- (c) the granting of the dispensation is in the interests of persons living in the Council's area
- (d) without the dispensation each member of the Councils Executive would be otherwise prohibited from participating in the business to be transacted - or -
- (e) that it is otherwise appropriate to grant a dispensation.

AYLESBURY VALE DISTRICT COUNCIL  
**Democratic Services**

Please ask for: Craig Saunders  
 Direct Line: (01296) 585043  
 Switchboard: (01296) 585858  
 Email: [csaunders@aylesburyvaledc.gov.uk](mailto:csaunders@aylesburyvaledc.gov.uk)  
 Text Relay: prefix telephone number with 18001  
 Our Ref: DEM 10  
 Your Ref:



19 May 2015

Clerks to Parish and Town Councils

Dear Clerk

**Allowances for Parish and Town Councillors**

I am making arrangements to convene the Independent Remuneration Panel to review the scheme of member allowances as a review must take place every four years. The Panel also has responsibility for reporting on allowances for Parish and Town Councillors within the Vale. I would emphasise however that it is entirely at the discretion of each local council whether they wish to pay any allowances.

The purpose of this letter is to ask any Council which has an allowance scheme in place or who might wish to pay allowances in future to advise me by 3 July of any particular issues that they wish to be taken into consideration by the Panel. It is not necessary to respond if your Council does not wish to pay any allowances.

Attached is a brief outline of the regulations insofar as they affect Parish and Town Councils.

Yours sincerely

Craig Saunders  
 Senior Scrutiny and Democratic Services Officer

## **THE LOCAL AUTHORITIES (MEMBERS' ALLOWANCES) (ENGLAND) REGULATIONS, 2003**

### **OUTLINE OF PROVISIONS RELATING TO PARISH COUNCILS**

1. A Parish basic allowance may be paid to the Chairman only or to each of the Parish Councillors. The amounts must be the same for all members but may be different for the Chairman.
2. Travel and subsistence allowances may also be paid to members in respect of approved duties.
3. The Independent Remuneration Panel, established by the District Council, is responsible for making recommendations to relevant Parish Councils who may wish to pay allowances.
4. Each Parish Council determines the allowances they wish to pay having regard to the recommendations of the Independent Remuneration Panel.
5. Parish Councils that are considering the payment of allowances are required to give public notice of the recommendations they receive from the Independent Remuneration Panel and also the level at which they subsequently decide to pay a basic allowance.
6. Records must be kept of payments and at the end of the financial year, public notice given of the total sum paid to each member.

**Committee Clerk**

---

**From:** Town Clerk <townclerk@buckingham-tc.gov.uk>  
**Sent:** 01 June 2015 11:54  
**To:** 'Committee Clerk'  
**Subject:** FW: Say thank you to your local sporting heroes - Bucks & MK Sport Awards nominations open 1st June!

Please pop on Full Council to see if we wish to nominate.

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)

\*\*\*\* Buckingham Town Council Email Disclaimer \*\*\*\*\*  
 This email and any files transmitted with it may be confidential and are intended solely for the use of the individual or entity to whom they are addressed. If you are not the intended recipient, the use of the information by disclosure, copying or distribution is prohibited and may be unlawful. If you have received this email in error please notify the original sender or system manager at [postmaster@buckingham-tc.gov.uk](mailto:postmaster@buckingham-tc.gov.uk)  
 \*\*\*\* End of Disclaimer \*\*\*\*\*

---

**From:** Kirsty Ingham [<mailto:KIngham@leapwithus.org.uk>]  
**Sent:** 01 June 2015 11:06  
**To:** Kirsty Ingham  
**Subject:** Say thank you to your local sporting heroes - Bucks & MK Sport Awards nominations open 1st June!

Dear Parish Clerk,

Volunteers and communities make sport happen and without dedicated coaches, team managers, scorers and kit washers thousands of people wouldn't feel the benefits of taking part in sport.

Here at Leap (The Sport and Activity Partnership for Bucks & MK) we think those people deserve a thank you. So we are appealing to you to help us identify the people and organisations who make sport happen in order that we can recognise and celebrate them.

We welcome nominations across 9 categories:

- Active Workplace of the year
- Club of the year
- Volunteer of the year
- Young Leader of the year
- Community Coach of the year
- Performance Coach of the year
- Project of the year
- School of the year
- Unsung Hero of the year (The Terry Cook Award)

If you know of a person, group or organisation within your Parish who deserve to be recognised and celebrated then please nominate them. Nominations open on 1<sup>st</sup> June until 14<sup>th</sup> September. [www.leapwithus.org.uk/sportawards](http://www.leapwithus.org.uk/sportawards)

Shortlisted nominees from each category will be invited to the county Sport Awards presentation evening at Aylesbury Waterside Theatre on 4<sup>th</sup> December.

You can find out more about the awards and previous winners by visiting our website.  
[www.leapwithus.org.uk/sportawards](http://www.leapwithus.org.uk/sportawards)

Please do get in touch if you have any questions.

Kind regards,  
Kirsty.

**Kirsty Ingham | Marketing and Communications Officer | Leap**  
The Bucks & MK Sport and Activity Partnership  
New Century House, Pembroke Road  
Aylesbury, HP20 1DB

T: [01296 585249](tel:01296585249)  
M: [07738314096](tel:07738314096)  
W: [www.leapwithus.org.uk](http://www.leapwithus.org.uk)

This email and any attachments are strictly confidential and for the exclusive use of the intended recipient(s). It may contain information which is privileged. If you are not the intended recipient, you must not use, disclose, forward, copy, print or take any action in reliance of this email or any attachments. If you have received this email in error, please delete it and notify the sender as soon as possible and note that confidentiality or privilege is not waived or lost. The views expressed within this message are those of the individual sender and not necessarily those of Aylesbury Vale District Council. The anti-virus software used by Aylesbury Vale District Council is updated regularly in an effort to minimise the possibility of viruses infecting our systems. This footnote confirms that this email message has been swept for the presence of computer viruses.



## BUCKINGHAM AND GAWCOTT CHARITABLE TRUST

### MEETING OF THE BOARD OF TRUSTEES

#### MINUTES

At the fifty-seventh meeting of the Trustees held in the Buckingham Town Council Chamber at 7.30pm on Tuesday 15<sup>th</sup> April 2014

**Present:** Mr. R. Stuchbury (Chairman), Mr. P. Fealey, Mr. D. Isham, Mr. R. Lehmann., Miss B. Martin, Mr. T. Mills and Mr. H. Mordue.  
Mrs. K. McElligott (Clerk)

#### 545 Apologies

Mrs. N. Glover and Mr. W. Whyte

#### 546 Minutes

The Minutes of the fifty-sixth meeting, held on 16<sup>th</sup> October 2013 were agreed to be a true record and signed by the Chairman.

#### 547 Buckingham Borough Development Company

Trustees discussed the lack of action on KPMG's part in the winding up of the company (document signed in 2000) including the recompense for breaching the ransom strip by the Little Chef and the latest works on the bypass east of the London Road.

Letters to be written to:

- KPMG for update on any actions carried out
- Regulatory authority for KPMG to ascertain if any pressure can be brought on them to complete the winding-up
- Anne Davies, BCC Legal, and Joanna Swift, AVDC Legal, re any action on their part
- Mr. Hawes re his refusal to respond to contacts made
- All the developers of Lace Hill re the Company's ownership of the ransom strip.

A follow-up letter was proposed to KPMG suggesting that they voluntarily relinquish their appointment if there is no foreseeable sum of money to distribute following liquidation.

#### 548 The future of the Trust and disposition of its remaining funds.

Trustees decided to wait and see the results of the above letters.

#### 549 Financial situation at 31<sup>st</sup> March 2014:

Current account:	£ 155.31
Deposit account	£ 621.91
Bond account	£3982.38 (bond value as at 31/7/13)
Total	£4759.60 (approx. - bond value may have varied)
Commitments:	£ 5.00 (room hire for this meeting)
	£ 14.00 (Companies House charge, Services company)
	£ 500.00 (audit fee, estimated)

Uncommitted funds therefore approx £4240; two more interest payments will be received before year-end, estimate another £85, provided balances remain the same.

Trustees agreed that in the absence of any substantial income, and given the Charity Commission did not require detailed filing of accounts for amounts below £10,000, Seddon Smith's services were not required for the time being and a letter should be sent to this effect and the firm thanked for their work for the Trust.

**550 Annual report and accounts, y/end July 31<sup>st</sup> 2013**

The Charity Commission's confirmation of receipt was circulated with the agenda for Trustee's information.

**551 Grants**

For information, the grants applied for are summarised as:

Laid on the table to await any further funds

(January 2012, Minute 507)

551.1 Buckingham Centre for the Arts for the Film Place (details awaited)

551.2 Buckingham Town Cricket Club (any assistance with works to car park)

(July 2012, Minute 518)

551.3 Buckingham Summer Festival (any contribution gratefully accepted)

Recent Applications:

551.4 Child Bereavement UK (any sum would be helpful @£500 per family)

551.5 Buckingham & Winslow CAB £ 400

551.6 St. Peter & St. Paul's Church £1000

551.7 AV Fibromyalgia Chronic Pain/Chronic Fatigue Support Group £ 240

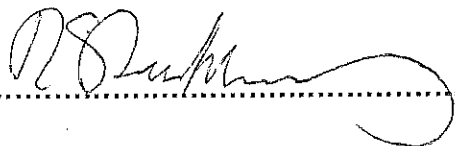
Trustees decided that no grants would be paid out at present. The applicants would be informed.

**552 Date for the next meeting**

To be arranged when the results of the correspondence listed have been received

Meeting closed at 8.10pm.

Chairman.....



Date.....

2/4/2015

**BUCKINGHAM AND GAWCOTT CHARITABLE TRUST**

**TRUST № 1010071**

**FINANCIAL STATEMENTS**

**JULY 31<sup>ST</sup> 2014**

**BUCKINGHAM AND GAWCOTT CHARITABLE TRUST**

**Address:** 5 de Clare Court  
Buckingham  
Bucks.  
MK18 1XD

**Trust Deed:** Dated 21 July 1998 and 1<sup>st</sup> June 1999

<b>Trustees:</b>	P.J. Fealey	G-w-L PC
	Mrs. N. Glover	BCC
	D. R. Isham	BTC
	R. Lehmann	BTC
	Miss B.C. Martin	G-w-L PC
	T. Mills	AVDC
	H. Mordue	AVDC
	Ms. R. Newell	BTC * see note, page 2
	R. Stuchbury (Chairman)	BTC
	W. Whyte	BCC

**Clerk:** Mrs. K. W. McElligott  
5 de Clare Court  
Buckingham  
Bucks.  
MK18 1XD

**Bankers:** National Westminster Bank plc.  
22 Market Square  
Aylesbury  
Bucks.  
HP20 1TR

**Independent Examiner:** Meryon Cotterill ACCA Reg.No 1042830  
Bell Pitch Cottage  
Whiteshill  
Stroud  
GL6 6BP

## **BUCKINGHAM AND GAWCOTT CHARITABLE TRUST**

The Board has pleasure in presenting its Report and Accounts for the period ended 31.07.14.

### **CONSTITUTION**

The Trust is a registered charity, numbered 1010071.

### **RESULTS**

There was an excess of income over expenditure for the year of £13.

No taxation arises by virtue of the Trust's charitable status.

### **PRINCIPAL ACTIVITIES AND REVIEW OF BUSINESS**

The principal activity of the Trust is to utilise its assets for the benefit of the inhabitants of Buckingham and Gawcott.

The Trust has made no new awards during the course of the year; it had been hoped that the winding-up of the Buckingham Borough Development Corporation (document signed 2000) would have been completed which might have generated some additional income but this matter remains unresolved.

### **BOARD OF MANAGEMENT**

The Board Members, during the year, were as follows:

P.J. Fealey  
Mrs. N. Glover  
D. R. Isham  
R. Lehmann  
Miss B.C. Martin  
T. Mills  
H. Mordue  
Ms. R. Newell  
R. Stuchbury  
W. Whyte

Note: Ms. Newell's term of office as Mayor of Buckingham (Trustee ex-officio) ceased on 6<sup>th</sup> May 2014 and her successor is Mrs. L. O'Donoghue; however no meeting was held or business transacted between 6<sup>th</sup> May and 31<sup>st</sup> July 2014 so the new Mayor has not yet taken any part in the Trust activities.

In accordance with the Trust Deed, new trustees are appointed by:

Aylesbury Vale District Council	- two trustees
Buckinghamshire County Council	- two trustees
Buckingham Town Council	- four trustees
Gawcott-with-Lenborough Parish Council	- two trustees

The Trustees decided (Minute 549) to appoint a new independent examiner in light of the reduced requirements of the Trust.

Mrs. K. W. McElligott  
Clerk to the Trustees  
5 de Clare Court  
Buckingham  
Bucks.  
MK18 1XD

August 2014

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BUCKINGHAM AND GAWCOTT CHARITABLE TRUST**

I report on the accounts of the Trust for the year ended 31st July 2014, which are set out on pages 05 to 07.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Myn Cotterill  ACCA registration number 1042830	Bell Pitch Cottage  Whiteshill  Stroud  GL6 6BP
Signed: <i>Myn Cotterill</i>	Dated: <i>13<sup>th</sup> November 2014</i>

**BUCKINGHAM AND GAWCOTT CHARITABLE TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE PERIOD ENDED 31<sup>ST</sup> JULY 2014**

	2013/2014		2012/2013	
	£	£	£	£
<b>Incoming Resources</b>				
Gains on sales of investments	nil		(56)	
Interest	<u>156</u>		<u>143</u>	
<b>TOTAL INCOMING RESOURCES</b>		156		87
<b>Resources expended</b>				
Direct Charitable expenditure – grants	nil		nil	
Other expenditure	<u>117</u>		<u>468</u>	
<b>TOTAL RESOURCES EXPENDED</b>		117		468
<b>NET OUTGOING RESOURCES</b>		39		(381)
<b>OTHER RECOGNISED GAINS/(LOSSES)</b>				
Unrealised gains/(losses)	(26)		(232)	
		13		(613)
Fund balances brought forward	4733		5346	
Fund balances carried forward		4746		4733



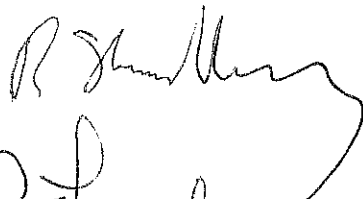
**BUCKINGHAM AND GAWCOTT CHARITABLE TRUST**

**BALANCE SHEET AS AT 31<sup>ST</sup> JULY 2014**

	NOTES	2013/2014		2012/2013	
		£	£	£	£
<b>Current Assets</b>					
Investments	2	3956		3982	
Cash at Bank: deposit a/c		708		986	
		89		155	
Debtors		43		60	
		<b>4796</b>			<b>5183</b>
<b>Current Liabilities</b>					
Creditors	3	(50)		(450)	
 NET ASSETS			4746		4733
 <b>FUNDS EMPLOYED</b>					
Unrestricted Fund			4746		4733
 ACCUMULATED FUNDS			4746		4733

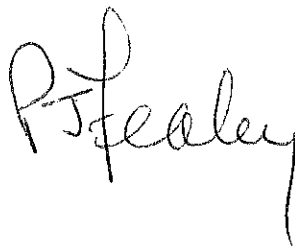
**Signed:**

Trustee



R. STUCHBURY

Trustee



P. J. FEALEY.

**BUCKINGHAM AND GAWCOTT CHARITABLE TRUST**

**NOTES TO THE ACCOUNTS – 31<sup>ST</sup> JULY 2014**

**1. ACCOUNTING POLICIES**

a) **Accounting Convention**

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

b) **Taxation**

The Trust is a registered Charity and therefore not subject to taxation.

**2. INVESTMENTS**

Investments represent cash held in the Charities Official Investment Fund (COIF) – Deposit Account and Fixed Interest Account.

**3. CREDITORS**

There are no unpaid invoices or grants at 31<sup>st</sup> July 2014

**4. MEMBERS OF THE TRUST**

No member of the Board of Management has received any emoluments in the period.

5. No liability falls on any member of the Trust. The Trust had 10 members at 31<sup>st</sup> July 2014.

**BUCKINGHAM ASSOCIATION**  
Minutes of meeting, Wednesday 6 May 2015

Present: Stéphanie Scrase (Chairman), Cllr Paul Hirons, Sue Watkins, Cllr Howard Mordue, and Jane Mordue.

1. **Apologies for absence:** Cllr Ruth Newell, Cllr Christine Strain-Clark, Cllr Terry Bloomfield
2. **Minutes** of the meeting held Wednesday 4 March 2015 were agreed and signed.
3. **Matters arising** - none
4. **Young people**
  - 4.1 **Visit by Collège in Mouvaux to Royal Latin School and Akeley Wood, Tues 19 May 2015**  
(Linda Emary/Nora Amirat)  
Stéphanie reported on her meeting with Nora and the Head of the Collège. 52 youngsters were expected and a packed programme had been arranged for them. They would meet with students from The Royal Latin School and Akeley Wood. Lunch would be in Chandos Park or if wet in the Church. Stéphanie to supply maps and the new Mayor to be asked to meet them. As short notice, Howard kindly offered to 'sub'.  
**Action: Stéphanie, Jane, Howard**
  - 4.1 **BTA Prize for Most Improved in a Modern Foreign Language**, The Royal Latin School  
The Treasurer noted that he had paid the £20 to RLS (to be re-couped from BTA). Stéphanie confirmed that she had received an invitation from the School to present the prize. **Action: Howard, Stéphanie**
5. **News**
  - 5.1 **Mouvaux twinning association**  
Stéphanie reported that the new association had been established and that Annie Millecamps had been elected its first chairman. The committee asked for their very best wishes to be sent to the new organisation. Secretary to draft a letter for Chairman.  
**Action: Jane, Stéphanie**
6. **Events**
  - 6.1 **Review**
    - 6.1.1 **Salon des Artistes 10-19 April 2015**  
Stéphanie reported that this had been a great success. Two Buckingham artists had sent 3 pictures each and had sold 1 each. She had taken the paintings and the remaining ones would come back on the 19th with the school party. The cash would be repatriated too.
  - 6.2 **Future Events**
    - 6.2.1 **Small group visit from Neukirchen Vluyn 14-17 May**  
Sue Watkins reported that one family (Pflugrad) was coming and she had arranged accommodation for the parents ; their son was staying with the family he had previously stayed with during the recent exchange. It was agreed that Stéphanie would kindly invite them for tea on the Friday afternoon, together with Sue Watkins, Jane and Howard Mordue.  
**Action: Stéphanie, Sue**
    - 6.2.2 **Bastille Day Boules competition**, Buckingham, Tuesday 14 July 2015  
Initial preparations had been made, Howard reporting that AVDC had agreed to the event and providing sand. Stéphanie would now be able to attend and organise the BBQ. Jane reported that Berni and Helene would be there too (staying here, en route to a family wedding).  
Sue to kindly organise bales as usual. **Action: Sue**  
Stéphanie reported that a boules competition for children would be organised by (another) Stéphanie Lepelletier late afternoon.  
**Action: Stéphanie(s)**  
Ron Gleeson had previously kindly agreed to act as MC for the main event and Stéphanie would liaise with him. Scorers would be needed too.  
**Action: Stéphanie, Ron Gleeson**  
Jane would circulate the action list that Valerie used to use, for updating. Publicity should be sought through the Advertiser – Jane to ask Ruth.  
**Action: Jane, Ruth**  
The Town Council would be asked if we can use their PA system. **Action: Howard**
- 6.2.3 **Party for BTA members** – summer 2015 (date tbc) Still under discussion how best to 'reward' members.

- 6.2.4 **'Castles and Gardens of the Rhine'** Fri 11 to Sun 13 September 2015  
Several members expressed an interest and others would be canvassed. **Action: Sue**
- 6.2.5 **Harvest Festival in Neukirchen**, 19,20 September – no Buckingham representation at this event.
- 6.2.6 **Inter Twin Town Tennis Tournament**, Neukirchen-vluyn September 2015  
Sue had been in contact with Buckingham Tennis Club but there were no takers for this event this year.
- 6.2.7 **Vluyn's St Martins Market** 7,8 November 2015  
Interest was expressed in attending this market and members would be canvassed. It would be like an early Christmas market and should be great fun. Sue agreed to find out what's required. **Action: Sue**
- 6.2.8 **AGM and film** 24 November 2015  
Stéphanie to book Sunley Lecture Theatre at the University. **Action: Stéphanie**
- 6.2.9 **Mouvoux Christmas market** 4-6 December 2015  
Stéphanie reported that the date for this might be changed to a week earlier due to local elections.
- 6.2.10 **Buckingham Christmas Parade and Community Fair** Saturday 12 December 2015 – noted date.
- 6.2.11 **Lions Club Neukirchen Vluyn**  
Howard reported that he had been asked by Franjo Terhart whether an informal link between the Lions Club in NV and any Lions in Buckingham, who are actually members of the Winslow Lions Club, was possible. Howard had followed this up and an informal link was indeed being explored, probably revolving around beer! Winslow holds an important Beer Festival annually, organised by the Lions. Accommodation would most likely be in hotels.
- 6.2.12 **Rotary in Mouvoux**  
Jane reported that she had spoken to the Rotary Club in Mouvoux and a link between them and Buckingham might also be explored. **Action: Jane**
- 6.2.13 **Cycling**  
Stephanie reported that Bernard Boudry was interested in organising a cycling event between Mouvoux and Buckingham. A new cycling club had recently been started in Buckingham so it was thought this was a good idea to follow up. **Action: Stephanie, Annie Millecamps**
- 7. Finance Report**  
Howard reported that there is currently £3257.87 in the account and that we broke even on the Coffee and Croissants event.
- 8. Membership report**  
Terry had reported that memberships were still coming in. Stéphanie to liaise with Terry re updated membership list. **Action: Stéphanie, Terry**
- 9. Communications**  
**Newsletter:** Stéphanie would liaise with Ron Gleeson about the next newsletter which would be helpful in advertising future events. **Action: Stéphanie, Ron Gleeson**  
**Club Voice:** Jane would ask Ruth Newell to prepare a piece for the newspaper advertising the Boules Competition and future events. **Action: Jane, Ruth**  
**Website:** Geoffrey Shaw continued to keep the website up to date.
- 10. Any Other Business**
- 11. Date of next meeting** Wednesday 1 July 2015 at 7.30 p.m.

## **Buckingham Access For All**

**Minutes of Meeting** held on 8<sup>th</sup> June 2015 at the Well Street Centre

**In Attendance:** Mary Buckingham, Simon Garwood, Ed Grimsdale, W Howkins, Derrick Isham, Pat Knibbs, Ruth Newell, Lisa O'Donoghue, Una Robinson, John Russell, Chris Strain-Clark, Peter Strain-Clark

**Apologies:** Mike Smith, Clair Pudaruth, Ian and Joelle Jones and Cllr Warren Whyte

**Welcome:** Ed Grimsdale welcomed everyone and explained that, since the previous meeting, he had agreed to be Chair with Chris Strain-Clark as Secretary.

Chris Strain-Clark tabled: *Notes from last meeting (11<sup>th</sup> May)*

*Apologies received from John Russell, Kay Bradley and Mike Smith*

*Ed Grimsdale agreed to chair the meeting.*

*Simon Garwood introduced us to the Safe Place Scheme and suggested a joint approach to shops and businesses. It was noted that the list of safe places was already out of date.*

*Ed Grimsdale volunteered to follow up our contact with Dawn Grieve at BuDS, and also act as Webmaster, setting up a Facebook page.*

*There was not enough time to hear all concerns about specific access problems.*

### **Matters Arising**

Chris Strain-Clark has begun visiting the premises listed on the Safe Place Scheme and will submit a full report when she has finished. Simon Garwood will act as link between us the scheme and other schemes such as the Dementia Friendly Communities Pilot which will be coming to Buckingham soon.

This and future meetings will be for 90 minutes to make sure all concerns are aired.

### **Chairman's Report**

BuDS: Chris is acting as link between us and Dawn Grieve.

BCC & AVDC: Warren Whyte holds the Highways Portfolio at AVDC and takes a serious interest in disability concerns though they are limited financially.

Accessible Buckingham: Ed has given us a web presence on Facebook under Accessible Buckingham. It has 24 **\*\*friends\*\*** with Cllr Warren Whyte talking about the Moreton Road Footpath and Chris S-C contributing photos of puddles at the Garden Centre. It is attracting comments from people both able and disabled including some who are not yet full members.

Buckingham What Matters to You: This is a Jon Harvey Facebook page covering similar matters. It is very active on Parking on Pavements causing an obstruction.

It was felt that the BCC Enforcement Officers are too predictable and do not get out to the estates. Ed and Lisa have taken photos but we agreed to blur number plates on photos rather than 'Name and Shame'. This problem has been taken up by the Advertiser with comments from Buckingham Town Council and Chris and Lisa.

If we can identify 'hot spots' Warren says he will take it up with the police.

Several members immediately brought up the parking on the pavements at the King's Head and Prezzo creating problems for people trying to cross Moreton Road.

Buckingham Society: They are concerned that there is a proposal to place the Shopmobility unit by the horse trough which is not even in sight of the disabled parking spaces and does not provide a suitable practice area. Sue who runs the unit has not even been consulted! This plan has yet to come to the Town Council.

Grading Accessibility: It was agreed that Ed should 'work up' a proposal for 4 grades of opaque stickers to be issued to shops & businesses grading their level of accessibility.

Encouraging shops & businesses to have a Bell-Push as a simple way for disabled customers to alert them to their presence will be an important part of the scheme. Though some bell pushes already exist they are not always very visible.

### **Secretary's report**

1. Mike Smith reminds us that time is now of the essence if we are to retain our grant – we must come up soon with a proposal for using it.

If we approve Ed's designs for stickers at the next meeting we can go to Mike with our print needs and the cost to be met from the grant. This will get the grading scheme going and we can then start publicising it. Members were sure that they knew several premises that would join the scheme to start it off.

Chris was keen to talk to DisabledGO about the Grading Scheme and Ed thought we might be able to involve youngsters through their schools.

2. An e-petition to call in the planning decision on Cotton End rejected by AVDC as being quasi-judicial. Robin Stuchbury is still fighting for the replacement of the stepped pedestrian access (inaccessible to wheelchairs, scooters, walking frames, and buggies) by a level path.

Jon and Ian & Joelle are still working on bringing pressure to bear on the issue

3. Hedley Cadd's wife Diana was unable to attend the Mayor making – no wheelchair accessible vehicles (taxis) were available after 5pm.

When pressed the taxi firms say there is no demand but they did eventually come up with one though unfortunately too late. Ruth will chase up the taxi firms through the Town Council and the taxi authority but we need to be sensitive as they have to make a living.

Both Kay Bradley and Clair Pudaruth do have accessible vehicles and will try to help if possible and given enough warning.

We need to create a list of available taxis and helpful members and organisations such as the Church or Red Cross which might have accessible vehicles .

4. Cars on pavements – the article in the Advertiser resulted in lots of reports and photos of careless and sometimes illegal parking. But is it a job for the police or the traffic wardens?

Cllr Warren Whyte has suggested bringing up the subject in NAG.

5. Reactions about such parking on the Facebook group Buckingham What Matters to You have got very heated so I won't put pictures if the cars are identifiable.

6. Community Centre's door new handle is difficult for many people.

Derrick Isham explained that the door knob was a health and safety requirement and that there is a bell push. At the next Management Committee meeting he will bring up the need to have someone to respond to the bell and assist entry.

7. Cllr Warren Whyte is pushing for a new crossing at the bottom of Moreton road.

8. The Film Place's wheelchair positions are not ideal, and the one disabled parking space has not yet been replaced. As the Film Place is part-funded by the Town Council, The University has agreed to meet Town Clerk and myself to discuss improvements.

9. Shopmobility and the New Toilets are to be discussed by the Town Council this evening – the 8<sup>th</sup> June.

**Treasurer's Report:** We have £1324.05p in the Bank; £75.82p in Cash and we have £35 in Debts.

We do not currently charge a membership fee. Perhaps we could charge a nominal fee. We could also become registered charity and then be eligible to ask for funding

This month we paid an introductory half price £15 for the use of the room but next month it will rise to £22.50 for the 90 minutes.

There was dissatisfaction expressed about the room and table provided even though the Centre appears under used. It was suggested that we might look elsewhere – the Youth Centre, Mezzanine Room, Athletic Club. We will meet at the Centre next time and see how it goes in future.

#### **AOB:**

Waitrose: Una congratulated Waitrose on removal of the plants outside the store and Ed will drop them a line.

Chris described her visit to Waitrose where they turned down the offer of Safe Places sticker as they have a 'National Policy' and need no further signs. Individuals do not always live up to this policy! We should try to become part of their green token scheme.

Bins: The pavement by the old Advertiser office in West Street is regularly blocked. AVDC should be alerted to move them.

A-Boards: Una and Ed are working on getting the Fireside board in an acceptable position. Una congratulated Gyre and Gimble on repositioning theirs.

Steep Steps: Mary suggested that there should be handrails for the steps to the shops in West Street and Una suggested a hand grip for the steps to Chantry Chapel. The National Trust should have an access policy.

New Villas on Stratford Road: Una is concerned about safety issues crossing the road.

Cannon Corner: This continues to be a concern to all.

Bridge Street: Bill pointed out that this is very dangerous with vehicles mounting the kerbs and Ed reported the road breaking up due to increased traffic made worse by Candleford Court. Una is concerned about the pavement breaking up outside the Willen Hospice shop and Ed will report this to BCC

Well Street: Bill reminded us that the steps by the old Advertiser office still block the pavement after years of talk and the path by the Cote is breaking up again.

**Next Meeting:** Monday 13<sup>th</sup> July 2pm – 3.30pm in the Well St Centre.

The next meeting after that will be on Sept 14<sup>th</sup> at the same time and place.

# AYLESBURY VALE ASSOCIATION OF LOCAL COUNCILS

## MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE held at the Town Council Offices, High Street, Winslow On 2<sup>nd</sup> June 2015 at 7.00pm

**Present:** Cllrs. Jenny Hunt, John Gilbey, David Barry, Bob Carvey and John Riches. Jon Harvey, Bob Saintey and Nick Heirons

### 1. WELCOME AND APOLOGIES FOR ABSENCE

Bob Saintey of Pitstone Parish Council was welcomed to the committee. All other members were congratulated on being returned to office. There were no apologies for absence

### 2. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 26 March 2015 had been previously circulated and were agreed as a correct record.

### 3. MATTERS ARISING

#### **Training of new Councillors.**

JH had been looking for partners to present the training and it was decided that Community Impact Bucks should be approached to provide a session based on the new Good Councillors Guide. Member parishes will be invited to submit expressions of interest for training to be held on a Wednesday evening to be decided. BC offered the use of facilities in Aylesbury for the training.

### 4. PARISH ELECTIONS AND OUTCOMES.

As all members were re-elected the executive was able to continue as before, however there were still four vacancies on the executive. It was agreed that a paragraph be put in the letter regarding contributions (see item 5 below) that these vacancies existed and to invite councillors to join the Executive. The letter should state that meetings are held 4 times a year on a Tuesday evening

### 5. FINANCE

a)Accounts for the last two years will be sent to David Starr for audit. DB would contact him.

b) Although the current finances are still healthy the available funds are diminishing year by year as AVALC does not receive external funding. It was therefore agreed to put the honorary post of Secretary on hold for the time being.

c) Voluntary Subscriptions –In view of the above it was agreed to send a request for voluntary contributions to Parishes. It was agreed that a sum of £20 be suggested. A draft letter had been circulated and it was agreed that DB would edit it to fit on to one page. The letter would also include the invitation to Parish Councillors to fill the vacancies on the Executive mentioned in item 4 above.



## **6. PLANNING**

A letter circulated to all Parishes by Jeff Membury of AVDC was discussed. There was still criticism of the lack of training for clerks and councillors and concern that the time scale for comments was reduced from 28 days to 21. There was concern that there would be reduced access to planning officers, a call centre arrangement being introduced instead. The letter indicated that a new planning website would be introduced in August this year and that training would be provided for users. It was hoped that this would materialise. AVALC will be meeting with AVDC in three weeks time and this will be an agenda item.

## **7. DEVOLVED SERVICES.**

This was an ongoing situation and members related their experiences with the process. Some had signed the agreement, others were delaying until issues had been resolved and some were not going to take part at all. Version 3 of the agreement was now in circulation. It was understood that those who had already signed version 2 could update Version 3 when this had been agreed.

## **8. NEW HOMES BONUS**

A report was given by JG as to progress with the agreed projects so far. The Executive were concerned that £50,000 was earmarked for a further Paralympic Flame Festival Event.

There was a carry -over of £22,000 from last year and bids for this years funding should be with AVDC by 30th September. It was advisable to speak to AVDC grants officer Jan Roffe with an expression of interest well in advance of this dead line to discuss the suitability of any projects that local councils may want to progress.

## **9. AYLESBURY VALE DEVELOPMENT PLAN**

The Central Buckinghamshire response to comments on the methodology to be used for the Aylesbury Vale Development Plan on which AVALC had commented had now been published on the AVDC website. AVDC had agreed to AVALC circulating the response to Parishes having been involved as Parish representatives.

## **10. MEETINGS WITH AVDC**

a) Minutes of the last meeting on the 15 March are yet to be received

b) Next meeting is set for the 16 July at 4pm and JH, JH, JR and JG will attend

c) Topics to raise are the Financial Position of the council, Unitary Authority status, Section 106/ Community Infrastructure levy and local policy and the establishment of residential Trusts to undertake street maintenance on new housing developments.

#### **11. AYLESBURY VALE STANDARDS COMMITTEE**

Correspondence had been received from the Deputy Monitoring Officer of AVDC requesting that AVALC give consideration to nominating two Parish representatives to the AV Standards Committee for a period of four years. It was agreed that Nick Heirons [Quainton] and Andrew Clark [Stoke Mandeville] be nominated.

#### **12. BMKALC**

JR/JG/BC reported on the last meeting of the Executive Board which they had attended on 22 April and outlined future actions to take the organisation forward including a new "Management" Committee comprising Chairmen of the District Associations. JH said that she was unable to take on further commitments and it was therefore agreed that Bob Carvey represent Aylesbury Vale Parishes. BMKALC Executive had further agreed not to follow the route of becoming a corporate body.

#### **13. AGM**

Nick Phillips, newly appointed Group Chief Executive, Community Impact Bucks had agreed to attend the AGM as Guest Speaker, to talk about working with voluntary organisations in rural areas.

This will be on Friday 23 October at the St Laurence Room in Winslow. Tea and cakes to be provided as well as soft drinks.

#### **14. WEBSITE – To consider need for upgrade.**

BC reported that the website was a little tired and dated and it would be possible to update it at a cost. This would also give more features such as a hit rate counter but much of what will be available will not be used. The website was useful for displaying minutes and other AVALC documents but other information was available elsewhere, including AVDC's website. BC will get some costings and a budget of £200 was agreed

#### **15. DATE OF NEXT MEETING**

The date of the next meeting is at 7pm on Tuesday 1 September at Winslow Town Council Offices

The meeting concluded at 9.00pm. Minute taker NH.