



# 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

07 April 2015

Councillor,

You are summoned to a meeting of the **Resources Committee** of Buckingham Town Council to be held on **Monday 13 April 2015** at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr. C. P. Wayman  
Town Clerk

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

## AGENDA

### 1. Apologies for Absence

Members are asked to receive apologies from Members.

### 2. Declarations of Interest

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

### 3. Minutes of last meeting

To receive the minutes of the Resources Committee meeting held on Monday 23 February 2015 ratified at the Full Council meeting held on 9 March 2015.

### 4. Minutes of CSG Committee

To receive the minutes of the CSG Committee meeting held on Wednesday 11<sup>th</sup> February 2015 and Wednesday 11th March 2015.

Previously circulated **CSG/07/14**  
**CSG/08/14**

### 5. Action Report

To receive and discuss the report

**Appendix A**

### 6. Accounts and Budgets

Members are asked to receive and consider the attached Income and Expenditure reports.

**Appendix B**

### 7. Christmas Parade Accounts TCE/07/14 (815.14)

To receive email correspondence following a request for a complete balance sheet from the Christmas Parade Committee as requested by the Town Centre and Events Committee on 23 March 2015 and referred to the Resources Committee.

**Appendix C**

Buckingham



LOCAL COUNCIL  
AWARD SCHEME  
FOUNDATION

Twinned with Mouvaux, France



**8. Holding of monies for the Park Run Group**

To discuss and agree a request by Councillor Whyte that the Town Council hold monies for the Buckingham Park Run in earmarked reserves.

**Appendix D**

**9. To receive and agree the Annual Report for the financial year 2014/15**

To agree the Annual Report subject to the addition of financial information

**Appendix E**

**10. To receive, discuss and agree Buckingham Town Council's Business Plan**

The Business Plan presented to Members is based on the Councils previously agreed Strategic Plan.

**Appendix F**

**11. To receive note correspondence from Aylesbury Vale District Council**

The Red Cross Centre, Verney Close, Buckingham

**12. Chairman's Announcements**

**13. Date of next meeting**

**To:**

Cllr. T. Bloomfield - Vice-Chairman  
Cllr. H. Cadd  
Cllr. Mrs. G. Collins - Chairman  
Cllr. P. Collins  
Cllr. J. Harvey  
Cllr. P. Hiron  
Cllr. D. Isham  
Cllr. R. Lehmann

Cllr. A. Mahi  
Cllr. H. Mordue  
Cllr. Ms. Newell  
Cllr. Mrs. O'Donoghue - Town Mayor  
Cllr. M. Smith  
Cllr. R. Stuchbury  
Cllr. M. Try

Min No	Title	Meeting Date	Work undertaken	Completed On
385/12 585/12 142/13	Chamber Lobby	17.09.12	Replace wall	currently studying, and writing specification up
141/13	Report on all staff hours	10.06.13	Undertake report on all staff hours when time allows	
502/13	Audit Report	04.11.13	Prepare a report in response to auditors comments	Working through recommendations
625/13	Apprenticeship	06.01.14	Delay decision	Precepted for apprenticeship. Obtained more information
905/13	Website Design	14.04.14	Proceed per minute following ratification	Website to go live before May
749/14	Strategic Planning	23.03.15	Regular report to be provided to monitor the performance indicators, suggested every other meeting.  Collate all documents for Strategic Planning for new Councillors and ensure the plan be a 'base line' for the beginning of the new Council year in May.	Deputy Town Clerk to issue report for meeting of 15/06/15  Deputy Town Clerk has collated all reports and documents issued so far

Printed on : 07/04/2015

Buckingham Town Council

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At : 10:14 AM

Trial Balance for Month No: 12

User : CR

Trial Balance by Cost Centre

<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
310	GENERAL RESERVE		270,421.54
Total :-	Balance Sheet & Non Centre A/cs	0.00	270,421.54
Trial Balance Total :		0.00	270,421.54
Difference :		-270,421.54	

## PURCHASE LEDGER INVOICE LISTING FOR MONTH No 11

## Ledger No 1 for Month No 11

Items marked with a \* are disputed invoices.

## Supplier A/c Order

Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	Nominal Ledger Analysis			Analysis Detail
								A/C	Centre	Amount	
19/02/2015	2083		COMMUNITY CENTRE	B002	36.30	0.00	36.30	4019	102	36.30	hall hire 4/3 green spaces
19/02/2015	2084		COMMUNITY CENTRE	B002	80.86	0.00	80.86	4019	102	80.86	ann town meeting
08/02/2015	40463134IN		B.T.	B003	78.00	15.60	93.60	4018	102	78.00	internet feb 2015
13/02/2015	35873164FE		B.T.	B003	140.00	28.00	168.00	4018	102	140.00	mob feb
05/02/2015	372250		BUILDBASE	B013	33.01	6.60	39.61	4601	253	33.01	paint/ hammerite/brushes
23/02/2015	372821		BUILDBASE	B013	2.42	0.48	2.90	4112	201	2.42	gully grating
18/02/2015	2015/85/BTC		BLACK DOG DESIGN	B038	1,308.00	74.00	1,382.00	4032	102	1,308.00	buck town matters
28/02/2015	2742		CGM	C016	6,254.47	1,250.89	7,505.36	4605	259	271.86	maint cont
		1011967						4605	257	85.35	maint cont
		1011967						4605	253	1,812.16	maint cont
		1011967						4605	251	1,251.17	maint cont
		1011967						4605	252	2,173.63	maint cont
		1011967						4108	202	660.30	maint cont
01/02/2015	4421		GANDERTON	G008	152.18	30.44	182.62	4063	203	152.18	fuel
06/02/2015	2586508		JOHNSTON PRESS	J010	154.00	30.80	184.80	4500	132	154.00	young enterprise devolved serv
20/02/2015	2619368		JOHNSTON PRESS	J010	264.00	52.80	316.80	4500	132	264.00	advert - grass cutting
27/02/2015	2638317		JOHNSTON PRESS	J010	110.00	22.00	132.00	4015	102	110.00	advert 27/2
12/02/2015	BAI5446/0		NEW CITY	N020	54.40	10.88	65.28	4112	201	54.40	chamber repairs
12/02/2015	BAI5453/0		NEW CITY	N020	4.90	0.98	5.88	4112	201	4.90	chamber repair
04/02/2015	46277		OFF THE KERB	O022	1,000.00	200.00	1,200.00	4241	301	1,000.00	comedian - p chowdhry
01/02/2015	59569		PARAGON	P008	49.00	9.80	58.80	4620	253	49.00	jcb beaver
01/02/2015	59570		PARAGON	P008	104.70	20.94	125.64	4620	253	104.70	digger hire
01/02/2015	59571		PARAGON	P008	104.70	20.94	125.64	4620	253	104.70	digger hire
01/02/2015	59572		PARAGON	P008	33.10	6.62	39.72	4112	201	33.10	gene, drill
01/02/2015	59719		PARAGON	P008	10.33	2.07	12.40	4112	201	10.33	jubilee clip etc
01/02/2015	59783		PARAGON	P008	108.50	21.70	130.20	4620	253	108.50	digger hire
24/02/2015	60101		PARAGON	P008	38.27	7.65	45.92	4601	253	38.27	planer, knife, discs
24/02/2015	60102		PARAGON	P008	15.10	3.02	18.12	4601	253	15.10	planer

## PURCHASE LEDGER INVOICE LISTING FOR MONTH No 11

## Ledger No 1 for Month No 11

Items marked with a \* are disputed invoices.

## Supplier A/c Order

Nominal Ledger Analysis											
Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice			Analysis Detail	
							A/C	Centre	Amount		
24/02/2015	60103		PARAGON	P008	8.10	1.62	9.72	4601	253	8.10	orbital sander
28/02/2015	60241		PARAGON	P008	43.75	8.75	52.50	4601	253	43.75	screwdriver set, hot air gun,
28/02/2015	60329		PARAGON	P008	162.00	32.40	194.40	4601	253	162.00	bench saw
03/02/2015	542187		QUEST	Q002	174.03	34.81	208.84	4601	253	174.03	decor equipment
05/02/2015	542852		QUEST	Q002	4.31	0.86	5.17	4601	253	4.31	paint brushes
05/02/2015	542957		QUEST	Q002	42.23	8.45	50.68	4601	253	42.23	primer/brushes/white spirit
05/02/2015	542958		QUEST	Q002	4.90	0.98	5.88	4601	253	4.90	cons
09/02/2015	543410		QUEST	Q002	11.88	2.38	14.26	4601	253	11.88	velcro, adhesive
10/02/2015	543614		QUEST	Q002	17.20	3.44	20.64	4709	254	17.20	bolts
02/02/2015	542851		QUEST	Q002	57.33	11.47	68.80	4601	253	57.33	repair care 2 in 1
10/02/2015	543613		QUEST	Q002	76.23	15.24	91.47	4601	253	76.23	nuts, bolts, washers
10/02/2015	543668		QUEST	Q002	0.42	0.08	0.50	4601	253	0.42	washers, nuts, bolts
16/02/2015	544394		QUEST	Q002	20.01	4.00	24.01	4601	253	20.01	sealing wax
16/02/2015	544530		QUEST	Q002	10.62	2.12	12.74	4112	201	10.62	cable ties
24/02/2015	545886		QUEST	Q002	36.79	7.36	44.15	4601	253	36.79	screws
26/02/2015	546310		QUEST	Q002	3.21	0.64	3.85	4601	253	3.21	washer
27/02/2015	546555		QUEST	Q002	1.37	0.27	1.64	4601	253	1.37	screws
27/02/2015	546556		QUEST	Q002	14.79	2.96	17.75	4601	253	14.79	aerosol
07/02/2015	150207		ROGERS	R010	22.50	0.00	22.50	4010	102	22.50	newspaper delivery
14/02/2015	1153-		ROGERS	R010	2.55	0.00	2.55	4010	102	2.55	newspapers
13/02/2015	116600		SLCC	S005	235.00	47.00	282.00	4023	102	235.00	cw - conference
04/02/2015	1415165		SEAHAWKS	S007	46.96	0.00	46.96	4210	301	25.96	trophy
		10111024						4210	301	21.00	engraving etc
18/02/2015	9146610729		STAPLES	S020	83.02	16.60	99.62	4010	102	83.02	stat
19/02/2015	9146614769		STAPLES	S020	45.31	9.06	54.37	4010	102	45.31	stat & first aid kits
05/02/2015	7983197		SAGE	S027	47.92	9.58	57.50	4010	102	47.92	payroll year end stat
05/02/2015	10362399		SAGE	S027	-644.00	-128.80	-772.80	4023	102	-644.00	sage payroll training
01/02/2015	ACH941		TRAVIS	T010	16.80	3.36	20.16	4601	253	16.80	sawn (wood)
01/02/2015	AC110		TRAVIS	T010	21.09	4.22	25.31	4601	253	21.09	cons

Date :- 07/04/2015

Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING FOR MONTH No 11

USER : CR

## Ledger No 1 for Month No 11

Items marked with a \* are disputed invoices.

## Supplier A/c Order

Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	Nominal Ledger Analysis			Analysis Detail
								A/C	Centre	Amount	
01/02/2015	AC1096		TRAVIS	T010	79.77	15.95	95.72	4601	253	79.77	cons
09/02/2015	AC403		TRAVIS	T010	16.50	3.30	19.80	4601	252	16.50	plywood
24/02/2015	AC1862		TRAVIS	T010	26.76	5.35	32.11	4112	201	26.76	postcrete
01/02/2015	18279		TEMPLE	T038	292.50	58.50	351.00	4235	302	292.50	market bags
05/02/2015	88429		VIKING DIRECT	V001	87.79	17.56	105.35	4010	102	87.79	stat
05/02/2015	94648		VIKING DIRECT	V001	1.49	0.30	1.79	4010	102	1.49	slat
TOTAL INVOICES						11,207.37	2,016.02	13,223.39		11,207.37	

## PURCHASE LEDGER INVOICE LISTING FOR MONTH No 12

## Ledger No 1 for Month No 12

Items marked with a \* are disputed invoices.

## Supplier A/c Order

Nominal Ledger Analysis											
Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	A/C	Centre	Amount	Analysis Detail
10/03/2015	294067		AVDC	A001	2,325.37	465.08	2,790.45	4102	203	2,325.37	dog bin emptying apr - mar 15
10/03/2015	294068		AVDC	A001	541.35	108.27	649.62	4102	203	541.35	dog bin emptying apr - mar 15
02/03/2015	36737		ABBOT FIRE	A054	21.00	4.20	25.20	4112	201	21.00	college farm - fire extin
02/03/2015	36738		ABBOT FIRE	A054	21.00	4.20	25.20	4601	251	21.00	tennis club - fire extinq
01/03/2015	4046314NO		B.T.	B003	78.00	15.60	93.60	4018	102	78.00	bt nov bill
01/03/2015	LASTOLDM		B.T.	B003	153.52	30.70	184.22	4018	102	153.52	last old mob bill
31/03/2015	CANCEL		B.T.	B003	-7.54	0.00	-7.54	4018	102	-7.54	canc inv
31/03/2015	CANCEL2		B.T.	B003	-129.36	0.00	-129.36	4018	102	-129.36	cancel
31/03/2015	TOB003		BROXAP	B027	-86.00	-17.20	-103.20	4018	102	-86.00	cance bt invoice!
01/03/2015	PRO		FLAG & BUNTING	F012	345.79	69.16	414.95	9033	901	345.79	Union Jacks & St Georges flags
01/03/2015	675443		GRUNDON	G050	31.84	6.37	38.21	4112	201	31.84	wheelie bins
06/03/2015	2666245		JOHNSTON PRESS	J010	186.03	37.21	223.24	4015	102	186.03	ann town meeting advert
01/03/2015	3907		MURSLEY	M030	170.00	34.00	204.00	4115	301	170.00	skip river rinse
05/03/2015	547029		QUEST	Q002	18.51	3.70	22.21	4601	253	18.51	cem repairs
07/03/2015	150307		ROGERS	R010	7.65	0.00	7.65	4010	102	7.65	newspaper delivery
01/03/2015	CORRECT		SAGE	S027	644.00	128.80	772.80	4023	102	644.00	cancel c/hote - posted in err
01/03/2015	3284		SPARKX	S050	1,920.00	384.00	2,304.00	4201	301	1,920.00	install xmas lights
31/03/2015	1		TRAVIS	T010	10.40	0.00	10.40	4112	201	10.40	correct
31/03/2015	2		TRAVIS	T010	20.16	0.00	20.16	4112	201	20.16	correct
31/03/2015	3		TRAVIS	T010	212.25	0.00	212.25	4112	201	212.25	correct
31/03/2015	4		TRAVIS	T010	-20.16	0.00	-20.16	4112	201	-20.16	correct
TOTAL INVOICES					6,463.81	1,274.09	7,737.90				6,463.81



		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>RESOURCES</b>								
<b>101</b>	<b>PERSONNEL COSTS</b>							
4000	WAGES & SALARIES ADMIN	151,964	156,143	155,000	-1,143		-1,143	100.7 %
4001	WAGES & SALARIES EXTERNAL	59,317	59,814	60,000	186		186	99.7 %
4003	APPRENTICESHIP	0	0	6,000	6,000		6,000	0.0 %
4005	ERS NATIONAL INS	15,289	15,415	15,000	-415		-415	102.8 %
4006	ERS PENSION CONT	27,559	17,790	30,000	12,210		12,210	59.3 %
4007	STAFF TRAVEL	502	495	350	-145		-145	141.5 %
4008	OCCUPATIONAL HEALTH	370	229	500	271		271	45.8 %
	PERSONNEL COSTS :- Expenditure	<b>255,000</b>	<b>249,887</b>	<b>266,850</b>	<b>16,963</b>	<b>0</b>	<b>16,963</b>	<b>93.6 %</b>
1001	APPRENTICESHIP GRANT	0	0	2,500	-2,500			0.0 %
	PERSONNEL COSTS :- Income	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>-2,500</b>			<b>0.0 %</b>
	<b>Net Expenditure over Income</b>	<b>255,000</b>	<b>249,887</b>	<b>264,350</b>	<b>14,463</b>			
<b>102</b>	<b>OFFICE EXPENSES</b>							
4010	STATIONERY	2,076	1,729	1,650	-79		-79	104.8 %
4011	POSTAGE	557	612	650	38		38	94.2 %
4012	PHOTOCOPIER	1,535	1,334	2,000	666		666	66.7 %
4013	EQUIPMENT PURCHASE	0	199	200	1		1	99.5 %
4015	ADVERTISMENT	166	296	200	-96		-96	148.0 %
4017	SUBSCRIPTIONS	2,843	2,743	3,000	257		257	91.4 %
4018	TELEPHONE	3,259	3,180	3,400	220		220	93.5 %
4019	HIRE OF HALL	208	244	250	6		6	97.7 %
4021	HOSPITALITY	257	201	500	299		299	40.2 %
4023	TRAINING	3,401	3,748	4,000	252	1,395	-1,143	128.6 %
4032	PUBLICITY	9,289	6,601	9,500	2,900		2,900	69.5 %
4038	COMPUTER EQUIP/MAINT	2,185	2,474	2,000	-474		-474	123.7 %
4041	WEB SITE PROVISION &	126	355	3,600	3,245		3,245	9.9 %
4043	PROTECTIVE CLOTHING /	367	388	300	-88		-88	129.3 %
4052	HEAT LIGHT POWER	2,206	1,589	1,600	11		11	99.3 %
4055	ALARM	185	573	200	-373		-373	286.5 %
4156	BUCKINGHAM CENTRE RENT	13,757	-3,488	13,000	16,488		16,488	-26.8 %
	OFFICE EXPENSES :- Expenditure	<b>42,416</b>	<b>22,777</b>	<b>46,050</b>	<b>23,273</b>	<b>1,395</b>	<b>21,878</b>	<b>52.5 %</b>
1010	CHAMBER HIRE	1,253	1,127	400	727			281.7 %
1012	PHOTOCOPIER USE	45	55	50	5			110.2 %
	OFFICE EXPENSES :- Income	<b>1,298</b>	<b>1,182</b>	<b>450</b>	<b>732</b>			<b>262.6 %</b>
	<b>Net Expenditure over Income</b>	<b>41,117</b>	<b>21,595</b>	<b>45,600</b>	<b>24,005</b>			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>103</b>	<b><u>COUNCILLORS</u></b>							
4020	MAYOR'S DUTIES	3,000	1,800	1,800	0		0	100.0 %
4029	MAYOR'S CIVIC	0	1,200	1,200	0		0	100.0 %
4044	COUNCILLORS MILEAGE / EXPS	227	101	1,000	899		899	10.1 %
4045	COUNCILLORS ALLOWANCE	6,720	7,200	8,160	960		960	88.2 %
	COUNCILLORS :- Expenditure	<b>9,947</b>	<b>10,301</b>	<b>12,160</b>	<b>1,859</b>	<b>0</b>	<b>1,859</b>	<b>84.7 %</b>
	<b>Net Expenditure over Income</b>	<b>9,947</b>	<b>10,301</b>	<b>12,160</b>	<b>1,859</b>			
<b>104</b>	<b><u>LEGAL REQUIREMENTS</u></b>							
4014	AUDIT FEE	4,109	-579	2,410	2,989		2,989	-24.0 %
4022	INSURANCE	12,320	13,307	12,500	-807		-807	106.5 %
	LEGAL REQUIREMENTS :- Expenditure	<b>16,428</b>	<b>12,728</b>	<b>14,910</b>	<b>2,182</b>	<b>0</b>	<b>2,182</b>	<b>85.4 %</b>
	<b>Net Expenditure over Income</b>	<b>16,428</b>	<b>12,728</b>	<b>14,910</b>	<b>2,182</b>			
<b>120</b>	<b><u>GRANTS (PREV 137)</u></b>							
4070	SECTION 137 GRANTS	9,800	0	0	0		0	0.0 %
4077	OLD GAOL FUNDING	3,000	3,000	3,000	0		0	100.0 %
4150	FILM PLACE FUNDING	1,250	1,250	1,250	0		0	100.0 %
	GRANTS (PREV 137) :- Expenditure	<b>14,050</b>	<b>4,250</b>	<b>4,250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.0 %</b>
	<b>Net Expenditure over Income</b>	<b>14,050</b>	<b>4,250</b>	<b>4,250</b>	<b>0</b>			
<b>125</b>	<b><u>COMMEMORATIVE ITEMS</u></b>							
4501	CIVIC AWARD	267	0	280	280		280	0.0 %
4504	REMEMBRANCE WREATH	18	17	20	3		3	85.0 %
4505	MAYORS SALVER	0	165	160	-5		-5	103.1 %
	COMMEMORATIVE ITEMS :- Expenditure	<b>285</b>	<b>182</b>	<b>460</b>	<b>278</b>	<b>0</b>	<b>278</b>	<b>39.6 %</b>
	<b>Net Expenditure over Income</b>	<b>285</b>	<b>182</b>	<b>460</b>	<b>278</b>			
<b>130</b>	<b><u>ADMIN RESERVES</u></b>							
1176	PRECEPT	482,912	554,451	527,259	27,192			105.2 %
1190	INTEREST RECEIVED	1,841	0	4,500	-4,500			0.0 %
	ADMIN RESERVES :- Income	<b>484,753</b>	<b>554,451</b>	<b>531,759</b>	<b>22,692</b>			<b>104.3 %</b>
	<b>Net Expenditure over Income</b>	<b>-484,753</b>	<b>-554,451</b>	<b>-531,759</b>	<b>22,692</b>			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>131</u>	<u>GRANTS</u>							
4084	COMMUNITY CENTRE CAPITAL	0	0	4,000	4,000		4,000	0.0 %
4085	COMMUNITY CENTRE	5,000	5,784	9,000	3,216		3,216	64.3 %
4087	OTHER	0	16,956	16,956	0		0	100.0 %
	GRANTS :- Expenditure	<u>5,000</u>	<u>22,740</u>	<u>29,956</u>	<u>7,216</u>	<u>0</u>	<u>7,216</u>	<u>75.9 %</u>
	<b>Net Expenditure over Income</b>	<u>5,000</u>	<u>22,740</u>	<u>29,956</u>	<u>7,216</u>			
<u>132</u>	<u>CONTINGENCIES</u>							
4500	CONTINGENCIES	5,195	10,904	7,000	-3,904		-3,904	155.8 %
	CONTINGENCIES :- Expenditure	<u>5,195</u>	<u>10,904</u>	<u>7,000</u>	<u>-3,904</u>	<u>0</u>	<u>-3,904</u>	<u>155.8 %</u>
	<b>Net Expenditure over Income</b>	<u>5,195</u>	<u>10,904</u>	<u>7,000</u>	<u>-3,904</u>			
<u>304</u>	<u>BUCKINGHAM TOWN YOUTH COUNCIL</u>							
4237	YOUTH COUNCIL BUDGET	39	830	900	70		70	92.2 %
4238	YOUTH COUNCIL ADMIN	5	0	100	100		100	0.0 %
4251	SKATEBOARD COMPETITION	592	0	0	0		0	0.0 %
	BUCKINGHAM TOWN YOUTH COUNCIL :- Expenditure	<u>635</u>	<u>830</u>	<u>1,000</u>	<u>170</u>	<u>0</u>	<u>170</u>	<u>83.0 %</u>
1067	SKATEBOARD COMP INCOME	41	0	0	0			0.0 %
	BUCKINGHAM TOWN YOUTH COUNCIL :- Income	<u>41</u>	<u>0</u>	<u>0</u>	<u>0</u>			
	<b>Net Expenditure over Income</b>	<u>594</u>	<u>830</u>	<u>1,000</u>	<u>170</u>			
	RESOURCES :- Expenditure	<u>348,956</u>	<u>334,599</u>	<u>382,636</u>	<u>48,037</u>	<u>1,395</u>	<u>46,642</u>	<u>87.8 %</u>
	Income	<u>486,093</u>	<u>555,633</u>	<u>534,709</u>	<u>20,924</u>			<u>103.9 %</u>
	<b>Net Expenditure over Income</b>	<u>-137,136</u>	<u>-221,034</u>	<u>-152,073</u>	<u>68,961</u>			

**ENVIRONMENT**

<u>201</u>	<u>ENVIRONMENT</u>							
4068	COMMUNITY SERVICE	3,700	2,060	6,500	4,440		4,440	31.7 %
4069	GRIT / SALT BINS	900	0	900	900		900	0.0 %
4101	SEATS AND BINS	1,627	576	3,000	2,424		2,424	19.2 %
4112	ENVIRONMENT EQUIPMENT	3,621	5,511	5,891	380	56	323	94.5 %
4118	GREEN WASTE DISPOSAL	360	300	360	60		60	83.3 %
	ENVIRONMENT :- Expenditure	<u>10,208</u>	<u>8,447</u>	<u>16,651</u>	<u>8,204</u>	<u>56</u>	<u>8,147</u>	<u>51.1 %</u>
	<b>Net Expenditure over Income</b>	<u>10,208</u>	<u>8,447</u>	<u>16,651</u>	<u>8,204</u>			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>202</u>	<u>ROUNABOUTS</u>							
4108	ROUNABOUT	7,693	7,263	10,000	2,737	660	2,076	79.2 %
	ROUNABOUTS :- Expenditure	<b>7,693</b>	<b>7,263</b>	<b>10,000</b>	<b>2,737</b>	<b>660</b>	<b>2,076</b>	<b>79.2 %</b>
1051	ROUNABOUT NO 1 OPEN	1,652	1,982	1,982	0			100.0 %
1052	ROUNABOUT NO 2 ELLA	881	1,057	1,509	-452			70.1 %
1053	ROUNABOUT NO 3	1,652	1,735	1,735	0			100.0 %
1054	ROUNABOUT NO 4 R & B	0	0	2,211	-2,211			0.0 %
1056	ROUNABOUT NO 6 EUROLANE	1,095	2,367	2,367	0			100.0 %
1057	ROUNABOUT NO 7 RING ROAD	1,097	1,207	1,207	0			100.0 %
	ROUNABOUTS :- Income	<b>6,377</b>	<b>8,348</b>	<b>11,011</b>	<b>-2,663</b>			<b>75.8 %</b>
	<b>Net Expenditure over Income</b>	<b>1,316</b>	<b>-1,085</b>	<b>-1,011</b>	<b>74</b>			
<u>203</u>	<u>MAINTENANCE</u>							
4063	VEHICLE HIRE AND RUNNING	3,713	3,388	6,000	2,612		2,612	56.5 %
4082	ALLOTMENTS	1,500	1,500	1,500	0		0	100.0 %
4102	DOG BINS	3,453	2,867	3,000	133		133	95.6 %
	MAINTENANCE :- Expenditure	<b>8,666</b>	<b>7,755</b>	<b>10,500</b>	<b>2,745</b>	<b>0</b>	<b>2,745</b>	<b>73.9 %</b>
	<b>Net Expenditure over Income</b>	<b>8,666</b>	<b>7,755</b>	<b>10,500</b>	<b>2,745</b>			
<u>204</u>	<u>DEVOLVED SERVICES EXPENSES</u>							
1017	DEVOLVED SERVICES INCOME	8,460	15,050	15,000	50			100.3 %
	DEVOLVED SERVICES EXPENSES :- Income	<b>8,460</b>	<b>15,050</b>	<b>15,000</b>	<b>50</b>			<b>100.3 %</b>
	<b>Net Expenditure over Income</b>	<b>-8,460</b>	<b>-15,050</b>	<b>-15,000</b>	<b>50</b>			
<u>251</u>	<u>CHANDOS PARK</u>							
4106	PLAY AREA MAINTENANCE	456	139	500	361		361	27.8 %
4601	REPAIRS& MAINTENANCE FUND	2,115	5,545	12,000	6,455	559	5,895	50.9 %
4602	ELECTRICITY	387	371	500	129		129	74.2 %
4603	WATER	1,206	2,200	600	-1,600		-1,600	366.6 %
4605	HORTICULTURAL CONTRACT	14,577	13,763	15,050	1,287	1,251	36	99.8 %
	CHANDOS PARK :- Expenditure	<b>18,741</b>	<b>22,018</b>	<b>28,650</b>	<b>6,632</b>	<b>1,811</b>	<b>4,822</b>	<b>83.2 %</b>
1030	BOWLS INCOME	500	550	550	0			100.0 %
1035	TENNIS COURT RENT	750	750	750	0			100.0 %
1071	WATER REFUND	1,361	0	0	0			0.0 %
	CHANDOS PARK :- Income	<b>2,611</b>	<b>1,300</b>	<b>1,300</b>	<b>0</b>			<b>100.0 %</b>
	<b>Net Expenditure over Income</b>	<b>16,130</b>	<b>20,718</b>	<b>27,350</b>	<b>6,632</b>			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>252</b>	<b><u>BOURTON PARK</u></b>							
4106	PLAY AREA MAINTENANCE	357	359	500	141		141	71.8 %
4601	REPAIRS& MAINTENANCE FUND	7,866	9,084	10,071	987	210	777	92.3 %
4605	HORTICULTURAL CONTRACT	25,324	23,910	26,083	2,173	2,174	-1	100.0 %
4708	PLAY EQUIPMENT	0	39,095	0	-39,095		-39,095	0.0 %
	BOURTON PARK :- Expenditure	<b>33,547</b>	<b>72,448</b>	<b>36,654</b>	<b>-35,794</b>	<b>2,384</b>	<b>-38,177</b>	<b>204.2 %</b>
1078	NEW HOMES BONUS	0	38,513	0	38,513			0.0 %
	BOURTON PARK :- Income	<b>0</b>	<b>38,513</b>	<b>0</b>	<b>38,513</b>			
	<b>Net Expenditure over Income</b>	<b>33,547</b>	<b>33,935</b>	<b>36,654</b>	<b>2,719</b>			
<b>253</b>	<b><u>CEMETERY</u></b>							
4225	RATES	924	942	1,300	358		358	72.5 %
4601	REPAIRS& MAINTENANCE FUND	7,364	2,464	4,058	1,594	36	1,558	61.6 %
4602	ELECTRICITY	181	295	400	105		105	73.9 %
4605	HORTICULTURAL CONTRACT	21,113	19,934	21,850	1,916	1,812	104	99.5 %
4620	EXPENSES RE BURIAL DUTIES	5,157	2,707	5,512	2,805		2,805	49.1 %
	CEMETERY :- Expenditure	<b>34,738</b>	<b>26,343</b>	<b>33,120</b>	<b>6,777</b>	<b>1,848</b>	<b>4,929</b>	<b>85.1 %</b>
1041	BURIAL FEES	21,546	11,556	10,000	1,556			115.6 %
1045	CEMETERY WAR GRAVES COMM	60	60	60	0			100.0 %
	CEMETERY :- Income	<b>21,606</b>	<b>11,616</b>	<b>10,060</b>	<b>1,556</b>			<b>115.5 %</b>
	<b>Net Expenditure over Income</b>	<b>13,132</b>	<b>14,727</b>	<b>23,060</b>	<b>8,333</b>			
<b>254</b>	<b><u>CHANDOS PARK TOILETS</u></b>							
4612	CONTRACTOR CHARGE	10,208	8,200	12,000	3,800		3,800	68.3 %
09	MAINTENANCE	319	1,035	1,000	-35		-35	103.5 %
	CHANDOS PARK TOILETS :- Expenditure	<b>10,527</b>	<b>9,235</b>	<b>13,000</b>	<b>3,765</b>	<b>0</b>	<b>3,765</b>	<b>71.0 %</b>
	<b>Net Expenditure over Income</b>	<b>10,527</b>	<b>9,235</b>	<b>13,000</b>	<b>3,765</b>			
<b>255</b>	<b><u>RAILWAY WALK</u></b>							
4120	BTCV GRANT PAYMENT	2,034	434	2,000	1,566		1,566	21.7 %
4122	TREE WORKS	1,080	1,928	1,500	-428	5	-433	128.9 %
	RAILWAY WALK :- Expenditure	<b>3,114</b>	<b>2,363</b>	<b>3,500</b>	<b>1,137</b>	<b>5</b>	<b>1,132</b>	<b>67.7 %</b>
	<b>Net Expenditure over Income</b>	<b>3,114</b>	<b>2,363</b>	<b>3,500</b>	<b>1,137</b>			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>256</u>	<u>STORAGE PREMISES</u>							
4053	GRENVILLE	0	0	650	650		650	0.0 %
4073	COLLEGE FARM	3,250	3,250	3,250	0		0	100.0 %
	STORAGE PREMISES :- Expenditure	<b>3,250</b>	<b>3,250</b>	<b>3,900</b>	<b>650</b>	<b>0</b>	<b>650</b>	<b>83.3 %</b>
	<b>Net Expenditure over Income</b>	<b>3,250</b>	<b>3,250</b>	<b>3,900</b>	<b>650</b>			
<u>257</u>	<u>KEN TAGG PLAYGROUND</u>							
4106	PLAY AREA MAINTENANCE	70	231	500	269		269	46.2 %
4122	TREE WORKS	0	0	500	500		500	0.0 %
4605	HORTICULTURAL CONTRACT	994	939	1,100	161	85	76	93.1 %
	KEN TAGG PLAYGROUND :- Expenditure	<b>1,064</b>	<b>1,170</b>	<b>2,100</b>	<b>930</b>	<b>85</b>	<b>845</b>	<b>59.8 %</b>
	<b>Net Expenditure over Income</b>	<b>1,064</b>	<b>1,170</b>	<b>2,100</b>	<b>930</b>			
<u>258</u>	<u>CEMETERY LODGE</u>							
4034	PWLB REPAYMANTS INCL	4,702	4,702	4,702	0		0	100.0 %
4225	RATES	0	-1,412	0	1,412		1,412	0.0 %
	CEMETERY LODGE :- Expenditure	<b>4,702</b>	<b>3,290</b>	<b>4,702</b>	<b>1,412</b>	<b>0</b>	<b>1,412</b>	<b>70.0 %</b>
1061	CEMTERY LODGE RENTAL	7,657	6,927	8,000	-1,073			86.6 %
	CEMETERY LODGE :- Income	<b>7,657</b>	<b>6,927</b>	<b>8,000</b>	<b>-1,073</b>			<b>86.6 %</b>
	<b>Net Expenditure over Income</b>	<b>-2,955</b>	<b>-3,637</b>	<b>-3,298</b>	<b>339</b>			
<u>259</u>	<u>OTTERS BROOK</u>							
4106	PLAY AREA MAINTENANCE	70	70	500	431		431	13.9 %
422	TREE WORKS	0	0	150	150		150	0.0 %
4605	HORTICULTURAL CONTRACT	3,167	2,990	3,300	310	272	38	98.9 %
	OTTERS BROOK :- Expenditure	<b>3,237</b>	<b>3,060</b>	<b>3,950</b>	<b>890</b>	<b>272</b>	<b>618</b>	<b>84.3 %</b>
	<b>Net Expenditure over Income</b>	<b>3,237</b>	<b>3,060</b>	<b>3,950</b>	<b>890</b>			
<u>260</u>	<u>CCTV</u>							
4100	CCTV ONGOING COSTS	460	246	1,000	754	1,190	-436	143.6 %
	CCTV :- Expenditure	<b>460</b>	<b>246</b>	<b>1,000</b>	<b>754</b>	<b>1,190</b>	<b>-436</b>	<b>143.6 %</b>
	<b>Net Expenditure over Income</b>	<b>460</b>	<b>246</b>	<b>1,000</b>	<b>754</b>			
	ENVIRONMENT :- Expenditure	<b>139,947</b>	<b>166,888</b>	<b>167,727</b>	<b>839</b>	<b>8,311</b>	<b>-7,472</b>	<b>104.5 %</b>
	Income	<b>46,711</b>	<b>81,754</b>	<b>45,371</b>	<b>36,383</b>			<b>180.2 %</b>
	<b>Net Expenditure over Income</b>	<b>93,236</b>	<b>85,134</b>	<b>122,356</b>	<b>37,222</b>			

**TOWN CENTRE & EVENTS**

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>301</b>	<b><u>TOWN CENTRE &amp; EVENTS</u></b>							
4078	NEW SIGNS	0	0	400	400		400	0.0 %
4079	FAIR TRADE PROMOTION	250	106	250	144		144	42.4 %
4094	YOUTH PROJECT	1,227	1,908	5,178	3,270		3,270	36.8 %
4104	TOWN IN BLOOM	5,663	5,113	6,000	887		887	85.2 %
4107	PRIDE OF PLACE	303	244	250	6		6	97.6 %
4115	RIVER RINSE	267	136	533	397		397	25.5 %
4201	CHRISTMAS LIGHTS	9,364	10,666	10,000	-666		-666	106.7 %
4202	FIREWORK DISPLAY	3,411	3,621	5,089	1,468		1,468	71.2 %
4203	COMMUNITY FAIR	773	333	500	167		167	66.7 %
4205	CHRISTMAS PARADE	3,009	2,998	3,000	2		2	99.9 %
4209	TRAFFIC ORDERS FOR EVENTS	114	290	200	-90		-90	144.9 %
4210	PANCAKE RACE	41	47	75	28		28	62.6 %
4211	BAND JAM	3,149	3,128	3,000	-128		-128	104.3 %
4212	CHRISTMAS LIGHT SWITCH ON	318	210	300	90		90	69.9 %
4215	EVENTS PA SYSTEM	500	400	600	200		200	66.7 %
4216	MAY DAY EVENT	39	42	60	18		18	69.5 %
4220	MUSIC IN THE MARKET	3,698	3,639	3,700	61		61	98.4 %
4228	ENTERTAINMENTS	250	300	770	470		470	39.0 %
4232	BARRIERS FOR EVENTS	0	0	200	200		200	0.0 %
4241	COMEDY NIGHT EXPENDITURE	4,443	4,653	6,710	2,057		2,057	69.3 %
4243	CHARTER FAIR EXPENDITURE	2,544	1,770	1,800	30		30	98.3 %
	<b>TOWN CENTRE &amp; EVENTS :- Expenditure</b>	<b>39,363</b>	<b>39,604</b>	<b>48,615</b>	<b>9,011</b>	<b>0</b>	<b>9,011</b>	<b>81.5 %</b>
1013	HANGING BASKETS	467	400	500	-100			80.0 %
1021	BARRIERS AND SIGNS	0	0	400	-400			0.0 %
1062	COMMUNITY FAIR - TABLE	270	250	300	-50			83.3 %
1063	TRAFFIC ORDERS RECHARGED	0	98	350	-252			28.1 %
1066	COMEDY NIGHT INCOME	3,980	3,077	5,400	-2,323			57.0 %
1069	CHARTER FAIR INCOME	5,794	5,967	6,000	-33			99.5 %
	<b>TOWN CENTRE &amp; EVENTS :- Income</b>	<b>10,511</b>	<b>9,792</b>	<b>12,950</b>	<b>-3,158</b>			<b>75.6 %</b>
	<b>Net Expenditure over Income</b>	<b>28,853</b>	<b>29,812</b>	<b>35,665</b>	<b>5,853</b>			
<b>302</b>	<b><u>STREET MARKET</u></b>							
4017	SUBSCRIPTIONS	318	0	325	325		325	0.0 %
4225	RATES	3,557	3,627	4,300	673		673	84.3 %
4226	SUPERVISORS	3,820	4,487	3,200	-1,287		-1,287	140.2 %
4235	MARKET INFRASTRUCTURE &	986	4,685	6,217	1,532		1,532	75.4 %
	<b>STREET MARKET :- Expenditure</b>	<b>8,681</b>	<b>12,799</b>	<b>14,042</b>	<b>1,243</b>	<b>0</b>	<b>1,243</b>	<b>91.1 %</b>
1005	STREET MARKET	22,699	17,908	21,000	-3,092			85.3 %

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1006	FLEA MARKET	4,734	3,837	5,000	-1,163			76.7 %
1007	CONTINENTAL MARKET	300	213	750	-537			28.4 %
	STREET MARKET :- Income	<b>27,733</b>	<b>21,958</b>	<b>26,750</b>	<b>-4,792</b>			<b>82.1 %</b>
	<b>Net Expenditure over Income</b>	<b>-19,052</b>	<b>-9,160</b>	<b>-12,708</b>	<b>-3,548</b>			
<u>303</u>	<u>SPECIAL EVENTS</u>							
4240	JUBILEE MEMORY BOOK	0	0	1,600	1,600		1,600	0.0 %
4242	FOOD FAIR	0	379	1,935	1,557		1,557	19.6 %
4260	TWINNING	0	854	2,854	2,000		2,000	29.9 %
4264	BUS TRANSPORT	2,585	0	0	0		0	0.0 %
	SPECIAL EVENTS :- Expenditure	<b>2,585</b>	<b>1,233</b>	<b>6,389</b>	<b>5,157</b>	<b>0</b>	<b>5,157</b>	<b>19.3 %</b>
1020	FOOD FAIR INCOME	735	425	450	-25			94.4 %
	SPECIAL EVENTS :- Income	<b>735</b>	<b>425</b>	<b>450</b>	<b>-25</b>			<b>94.4 %</b>
	<b>Net Expenditure over Income</b>	<b>1,850</b>	<b>808</b>	<b>5,939</b>	<b>5,132</b>			
	TOWN CENTRE & EVENTS :- Expenditure	<b>50,629</b>	<b>53,635</b>	<b>69,046</b>	<b>15,411</b>	<b>0</b>	<b>15,411</b>	<b>77.7 %</b>
	Income	<b>38,979</b>	<b>32,176</b>	<b>40,150</b>	<b>-7,974</b>			<b>80.1 %</b>
	<b>Net Expenditure over Income</b>	<b>11,651</b>	<b>21,459</b>	<b>28,896</b>	<b>7,437</b>			
<b><u>PARTNERSHIPS</u></b>								
<u>505</u>	<u>AYLESBURY VALE SHORTFALL</u>							
4219	BUCKINGHAM FRINGE	5,011	8,727	12,451	3,724		3,724	70.1 %
5001	TIC GRANT	25,000	25,000	25,000	0		0	100.0 %
5003	VALE OF AYLESBURY PLAN	15,787	2,500	2,500	0		0	100.0 %
	AYLESBURY VALE SHORTFALL :- Expenditure	<b>45,798</b>	<b>36,227</b>	<b>39,951</b>	<b>3,724</b>	<b>0</b>	<b>3,724</b>	<b>90.7 %</b>
1065	BUCKINGHAM FRINGE INCOME	3,189	3,763	10,000	-6,238			37.6 %
1068	COUNCIL TAX TOP UP GRANT	50,692	0	0	0			0.0 %
	AYLESBURY VALE SHORTFALL :- Income	<b>53,882</b>	<b>3,763</b>	<b>10,000</b>	<b>-6,238</b>			<b>37.6 %</b>
	<b>Net Expenditure over Income</b>	<b>-8,084</b>	<b>32,464</b>	<b>29,951</b>	<b>-2,513</b>			
	PARTNERSHIPS :- Expenditure	<b>45,798</b>	<b>36,227</b>	<b>39,951</b>	<b>3,724</b>	<b>0</b>	<b>3,724</b>	<b>90.7 %</b>
	Income	<b>53,882</b>	<b>3,763</b>	<b>10,000</b>	<b>-6,238</b>			<b>37.6 %</b>
	<b>Net Expenditure over Income</b>	<b>-8,084</b>	<b>32,464</b>	<b>29,951</b>	<b>-2,513</b>			

**EARMARKED RESERVES**



		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
901	<u>EARMARKED RESERVES</u>							
9006	NAG	148	78	598	520		520	13.1 %
9009	CAPITAL RESERVE	0	0	110,000	110,000		110,000	0.0 %
9010	FLOOD RELIEF	-100	0	100	100		100	0.0 %
9011	WAR MEMORIAL	9,610	750	1,681	931		931	44.6 %
9012	CHRISTMAS LIGHTS	1,100	0	4,675	4,675		4,675	0.0 %
9015	CHARTER FAIRS	0	30	11,170	11,140		11,140	0.3 %
9018	REPAIR OF FOOTPATHS	0	28,035	31,000	2,965	2,965	0	100.0 %
9019	MEMORIAL TESTING	363	2,663	5,537	2,875		2,875	48.1 %
9025	PLAY AREA REPLACEMENT	0	0	2,621	2,621		2,621	0.0 %
9026	TRIM TRAIL	0	4,810	4,810	0		0	100.0 %
27	GREEN BUCKINGHAM GROUP	0	0	226	226		226	0.0 %
9029	CIRCULAR WALK MAINT	82	9,418	14,665	5,247		5,247	64.2 %
9030	TOURISM LEAFLETS	510	0	3,402	3,402		3,402	0.0 %
9031	YOUTH MUSIC EVENT	0	0	1,200	1,200		1,200	0.0 %
9032	BUCK NEIGHBOURHOOD DEV	0	10,211	20,750	10,539		10,539	49.2 %
9033	DESTINATION BUCKINGHAM	6,297	4,331	8,800	4,469		4,469	49.2 %
9034	RIVER AND POND MAINTENANCE	4,000	0	5,000	5,000		5,000	0.0 %
9035	PARKS DEVELOPMENT	7,730	14,315	35,389	21,074		21,074	40.5 %
9036	ELECTION COSTS	0	0	2,500	2,500		2,500	0.0 %
	EARMARKED RESERVES :- Expenditure	<b>29,740</b>	<b>74,640</b>	<b>264,124</b>	<b>189,484</b>	<b>2,965</b>	<b>186,518</b>	<b>29.4 %</b>
1070	DESTINATION BUCKINGHAM	10,000	10,000	0	10,000			0.0 %
	EARMARKED RESERVES :- Income	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>			
	<b>Net Expenditure over Income</b>	<b>19,740</b>	<b>64,640</b>	<b>264,124</b>	<b>199,484</b>			
	EARMARKED RESERVES :- Expenditure	<b>29,740</b>	<b>74,640</b>	<b>264,124</b>	<b>189,484</b>	<b>2,965</b>	<b>186,518</b>	<b>29.4 %</b>
	Income	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>			<b>0.0 %</b>
	<b>Net Expenditure over Income</b>	<b>19,740</b>	<b>64,640</b>	<b>264,124</b>	<b>199,484</b>			

**Amanda Brubaker**

---

**From:** Howard Mordue <howard@launtonpress.co.uk>  
**Sent:** 01 April 2015 20:46  
**To:** Amanda Brubaker  
**Subject:** Fwd: Re: Parade accounts  
**Attachments:** Accounts 2014 BTC.xls

I am sorry you missed last nights Parade meeting at which the balance sheet question was discussed. We have never done a balance sheet as we only ever followed on from has always been done for the Town Council, which is a Club account showing income and expenditure. We do not have any assets since all purchases are written off in the year of purchase eg. HiViz jackets this year. Attached is the most recent income/expenditure sheet regards Howard

# Buckingham Christmas Parade Balance sheet 2014

## Income

Aldi  
Waitrose street collection 29 Nov  
M & Co collection 29th NovDec  
Buckingham Town Council  
Waitrose Community Matters

91.49  
97.29  
27.86  
2975  
347

## Outgoings

Andy Uniform  
Jeff Travel  
Milton Kenyes Pipe Band  
The Oxford Caledonian Pipe band  
The Shires RBL Youth Band  
Brackley and district Band  
The Earl of Northampton  
Black Diamonds Majorettes  
Christmas Parade Signs  
Cash prizes  
Rosettes  
Circus unlimited Mr J Mount  
Phillips Print Patrick  
Stottex Ltd Buckets  
High Viz Vests  
Ted for uniforms  
Seahawks  
Post and Envelops  
Frame Art Display  
Photographer  
Swan 138.95 + 72.21

18 Paid  
185 Paid  
360 Paid  
350 Paid  
250 Paid  
350 Paid  
90 Paid  
80 Paid  
£82 Paid  
445 Paid  
106.44 Paid  
200 Paid  
18.84 Paid  
24.85 Paid  
189.6 Paid  
77 Paid  
6 Paid  
5.35 Paid  
80 Paid  
100 Paid  
211.16 Paid  
3229.24

## Closing balance

309.4

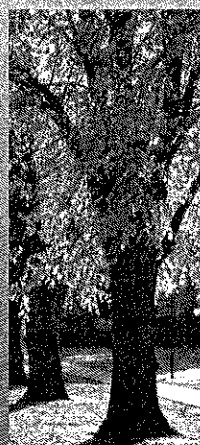
PA system BTC

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# Buckingham Town Council

## *Annual Report* 2014-15





## *Buckingham Town Councillors for the Municipal <sup>3</sup> Year 2013/14*

Mayor  
**Cllr. Mrs L O'Donoghue**

Deputy Mayor  
**Cllr. A Mahi**

### *Buckingham North*

**Cllr. P Collins**

**Cllr. J Harvey**

**Cllr. D Isham**

**Cllr. R Lehmann**

**Cllr. A Mahi**

**Cllr. H Mordue**

**Cllr. R Newell**

**Cllr. Mrs Strain-Clark**

**Cllr. M Try**

### *Buckingham South*

**Cllr. T Bloomfield**

**Cllr. H Cadd**

**Cllr. Mrs G Collins**

**Cllr. P Hiron**

**Cllr. Mrs L O'Donoghue**

**Cllr. M Smith**

**Cllr. R Stuchbury**

**Cllr. W Whyte**

*For Councillor contact details please see the Council website or call 01280 816 426*



## *Council Staff*

Town Clerk  
**Mr C Wayman**  
townclerk@buckingham-tc.gov.uk

Finance Assistant  
**Mrs J Baughan**  
accounts@buckingham-tc.gov.uk

Events Coordinator  
**Mrs A Brubaker**  
events@buckingham-tc.gov.uk

Clerical and Planning Officer  
**Mrs K McElligot**  
townclerk@buckingham-tc.gov.uk

Supervising Grounds Maintenance  
**Mr R Calder**

Grounds Maintenance  
**Mr I Saunders**

Deputy Town Clerk  
**Mr C Robson**  
deputytownclerk@buckingham-tc.gov.uk

Green Spaces Manager  
**Mr L Phillips**  
greenspaces@buckingham-tc.gov.uk

Committee Clerk  
**Mrs C Bolton**  
Committee@buckingham-tc.gov.uk

Administration Officer  
**Mr E-M Medland**  
townclerk@buckingham-tc.gov.uk

Grounds Maintenance  
**Mr C Calder**

Market Manager  
**Mr W Horwood**



# Introduction

## About this Report

The Annual Report informs readers what Buckingham Town Council has done over the past year, a summary of its budgets, details of Council members and the wards they represent.

The Report is based on the financial year 1st April 2014 to 31 March 2015; however it may also include information based on the Civic year which covers the period May 2014 to April 2015.

The Council welcomes any views on this report and on the services provided by the Town Council. Members of the public are also invited to attend every Council meeting to ask questions, make comments and raise matters of local interest during the public session.

## The Town Council's Vision

Buckingham is a historic and compact market town, with around 13,000 residents and a large senior school and university population. Its vision is to maintain and enhance its vibrant market town character, to improve its appeal as a place to visit, and to provide its residents (young and old alike) with a wide range of retail, sport and cultural opportunities.

The Town Council continues to strive towards becoming a leading Local Council and over the course of the last year has developed a sound strategic plan to govern its aims going forward. The Strategic Plan comprises upon eight core objectives which form the basis of the Council's Business Plan. The Council's achievement objectives over the next three years are;

- Completed a successful Neighbourhood Plan and ensured it is being used appropriately to judge planning permissions in the future
- Improved Community Spirit
- Established greater active engagement with local Partners and Public (including the University and other key stakeholders)
- Promoted economic activity within Buckingham
- Maintained, improved and expanded our green and open spaces (including allotments and cemetery)
- Maintained Quality Council Status
- Developed an effective resources plan
- Make Buckingham an even more attractive town parish (including improved infrastructure and public toilets)

A copy of the Town Council's Business Plan along with all other relevant policy and financial documents can be found on the Town Council's website. You can contact the Council at:

Buckingham Town Council  
Buckingham Centre  
Verney Close  
Buckingham  
MK18 1JP

Tel/Fax: 01280 816 426  
Email: [office@buckingham-tc.gov.uk](mailto:office@buckingham-tc.gov.uk)  
Website: [www.buckingham-tc.gov.uk](http://www.buckingham-tc.gov.uk)

Cemetery Business Tel: 01280 816 801



# *A Year in Buckingham*

7

## Spring

In May Buckingham welcomed its new Mayor, Cllr Lisa O'Donoghue, who went on to attend and support a variety of events across the community.

The Rt Hon John Bercow MP joined Councillors to compete in the Pancake race at St Peter and St Pauls.

Children from Bourton Academy and Grenville School performed traditional May Pole dances to Celebrate May Day.

Sunny weather held out for Music in the Market, attracting a large crowd to enjoy a variety of live music.

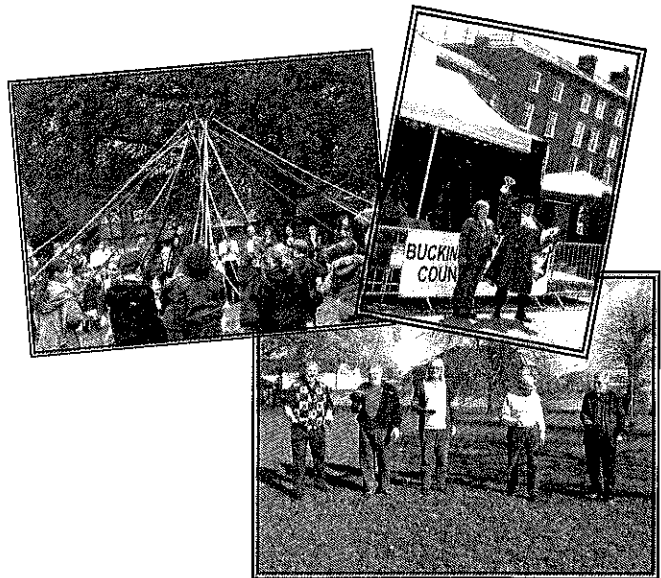


## Autumn

A record number of volunteers joined Councillors to help clean up the town river in our annual River Rinses. Among the finds were bikes, chairs, signs and a laptop.

In October the Town welcomed the Charter Fair.

November saw crowds flocking to Bourton Park for the free Council Fireworks display, featuring an exciting display from the Sealed knot.



## Summer

June saw another active Fringe week, featuring a 1940's dance, Comedy, the Oxford Fiddle Group, and more.

In July Buckingham dog lovers attended the Town Councils first 'Dog Awareness' Day, featuring a variety of stalls and Dog Show.

Crowds came out to enjoy the Bank Holiday sun and dance with friends at the Annual Band Jam Event at Market Hill.



## Winter

The Council funded new pea lights for the Cattle pen trees and crowds turned up to see the Towns Christmas lights switched on and browse a festive Artisan market.

The Town Council supported the Christmas Parade Committee, who organised the biggest Parade the town has seen. The day also saw the annual community fair in the Community Centre, where local groups can raise funds for good causes.

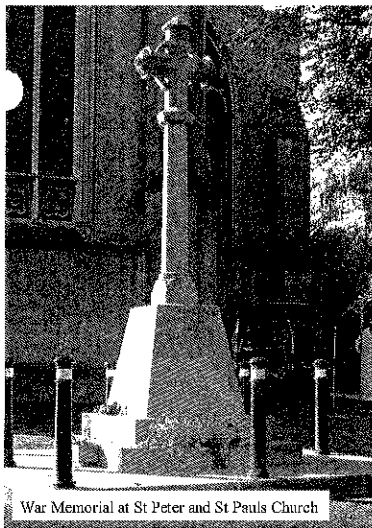


# *Environment Committee*

## *Environment Committee Report*

In the Cemetery, the Garden of rest continues to mature nicely; but lack of available grave space gives continuing cause for concern. Recent burials have shown that the underlying bedrock is far more extensive than previously thought, which means that we now urgently need either an accessible extension to the existing cemetery, or a new one, as there are now only 19 available grave plots – enough for two years at the outside. Our emerging Neighbourhood Development Plan reflects this urgent need. All Buckingham folk can play their part by living longer until we find additional burial space.

Our policy is to retain this as a lawned cemetery, for ease of maintenance purposes, but in the older part of the cemetery our memorial safety testing continues on a planned cycle. General maintenance and grass cutting continues to a high standard by our Green Spaces Team and its contractors. The chapel doors were recently refurbished, and the Cemetery Lodge continues to be rented out. We recently sought quotes to improve the cemetery paths, and are currently looking into how these improvements might be funded.



The War Memorial at the parish church also falls under our remit and the base and protective bollards were specialist cleaned in time for Remembrance Day. We noticed that inconsiderate car-parking had caused a lot of damage to the grass verge to the north of the church, which we are in the process of reinstating. We shall also install bollards to prevent future vehicle damage.

We were, of course, aware on numerous complaints about the reduced grass-cutting of road verges etc by Bucks County Council. For some years we have undertaken some work on county's behalf under a scheme of devolved services, and we have recently agreed to extend this via a Community Enterprise scheme which should see our town and its entry points restored to the standards we have all expect. I am particularly grateful to Lee Philips, our Green Spaces Manager, for his efforts in seeing Community Enterprise into Buckingham.

As you will have noticed in the local press, we continue to look at providing additional public toilets in the town centre. The site adjacent to the Cornwalls Meadow car park did receive planning consent, and some New Homes Bonus monies have been earmarked for this purpose. Our District Council (perhaps I should say one of its members) has other ideas, however, and we await the outcome of what most of us consider to be unnecessarily protracted negotiations.

Having replaced their Bridge Street play equipment the year before last, we remain hopeful that AVDC will refurbish their skate park area, which is well used but now looking increasingly tired.

The CCTV cameras in Chandos Park and in the High Street continue deter would-be vandals, but we are still plagued by anti-social behaviour, particularly in the vicinity of the Moreton Road toilets; and excessive litter.

From the foregoing, it will be clear that the Committee has extensive responsibilities and has achieved a lot in the last year or so. As Chairman I am grateful for the hard work of the committee members and of the Green Spaces staff, who together help to make Buckingham a nice place to be.

**Councillor M Smith**

**Chairman of the Environment Committee**







## *Town Centre and Events Committee*

### *Town Centre and Events Committee Report*

The Bonfire & Fireworks was another successful and well attended event in Bourton Park and I extend my thanks to the staff, Army and Air Cadets for helping build the bonfire and later for collecting for the Mayor's charity. The Sealed Knot put on excellent display of firing their muskets. I'd also like to thank Buckingham Table who turned out the following day, a Sunday, to help clear up the debris from the firework display.

Last year the Christmas Parade, which is always hugely popular, had a special attraction – Joey the horse from the film 'War Horse' led the largest parade to date, with 63 entries. I would like to thank the Christmas Parade committee for the hard work that goes into making this event such a success. I'd also like to thank the Buckingham Council team, who are responsible for the road closure, and as such were up early to get things in place, and yes, I was there again at 7am to support the team. The parade was followed by a well attended Community Fair organised by Cllr Bloomfield and Cllr Lehmann.

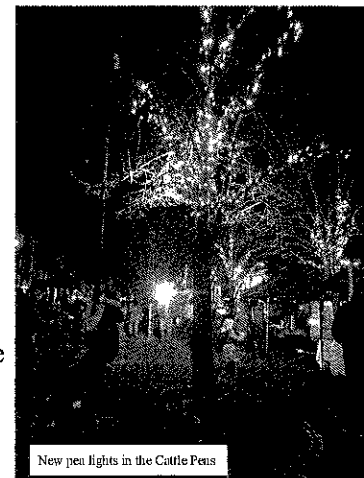
As we approached Christmas we had the Christmas Lights Switch On and carols outside the Old Goal at the end of November. The lights looked especially festive this year due to the Committee organising the replacement of the pea lights in the cattle pens and icicle lights around the Old Gaol.

2015 started with a Comedy Night followed by the Pancake Race, organised by Cllr Bloomfield in the Church grounds, being half-term it was fun day for the very young residents of Buckingham and for adults and councillors who also took part, unfortunately there had to be a steward's inquiry into the adult race due to a competitor holding on to their pancake!

The Food Fair was well supported, featuring 23 traders and I was surprised to learn that we have an award winning wine maker in Gawcott !

The 2014 hanging baskets and planters were colourful and plentiful and the committee has just agreed 3 year fixed price contracts, securing quality displays at the best possible price.

May I end this report by thanking Amanda Brubaker, the events coordinator, and all the staff and councillors who make all our events such a success.



New pea lights in the Cattle Pens

**Councillor A Mahi**

**Chairman of the Town Centre and Events Committee**



## *Planning Committee*

### *Planning Committee Report*

Transportation is also under the remit of the committee. Our representations did get a new bus shelter built in the town centre. There is the new 66 bus service from MK to Aylesbury via Buckingham & Maids Moreton.

The work of the committee is dependant on the invaluable help of the committee clerk, Katherine McElligott and, on the BNDP, both the Town Clerk and the Town Planning Officer, Sheena McMurtrie.

**Councillor P Hirons**  
**Chairman of the Planning Committee**



## *Resources Committee*

**Chaired by Councillor Mrs. G Collins**

The Town Council's Resources Committee (Previously Environment, Finance, Administration and Personnel) is authorised by the Full Council to take responsibility for the preparation of the Councils annual precept, implementation of annual grants system, review of the longer term strategy of the Council, the review of any personnel requirements, and the monitoring and scrutinising of the budget. In addition the Committee takes responsibility for the regular review of Standing Orders, Policies and Terms of Reference.

### *Resources Committee Report*

I am happy to say that the Town Council have been able to keep the council tax at the same rate as has been paid in the previous 5 years, while also ensuring the Council is able to continue financing various projects in the town during the next financial year.

I would like to extend my thanks all members of the Resource committee for their commitment. I would also like to thank the Town Clerk Chris Wayman, deputy Town Clerk Chris Robson and our Committee Clerk Claire Bolton for their work and assistance in ensuring the smooth running of our committee process.

**Councillor Mrs. G Collins**  
**Chairman of the Environment Committee**





## Community Grants

15

### Grants awarded for 2014/15 under the Grant Application Scheme

Aylesbury Vale Dial A Ride	£500
Buckingham Canal Society	£250
Buckingham Churches for Children Holiday Club	£500
Buckingham Summer Festival	£750
Buckingham Youth Clubs Ltd	£5,000
Buckingham West End Bowls Club	£500
Buckingham Winslow & District Citizens Advice	£5,000
Fibromyalgia	£500
Friends of The Old Gaol Museum	£500
Kit Cat Club	£100
North Bucks Carers Support Group	£300
Project Street Life	£500
The Swan Community Hub	£1,000
Victim Support	£250
Vitalise	£306

**TOTAL:** £15,956

### Ongoing Grants

The Buckingham Film Place	£1,250
(Agreed on 3 year basis 2013-2015)	
The Old Gaol	£25,000
<b>TOTAL:</b>	<b>£26,250</b>



## Council Assets and Areas of Responsibility

### **Bourton Park**

Grounds Maintenance  
Areas of Responsibility

### **Chandos Park** *(Not Including Chris Nichols Walk)*

Planters and Hanging Baskets

### **Chandos Park Public Toilets**

Provision of Litter & Dog Bins  
(Not emptying)

### **Public Play Areas** (Excluding, Bridge Street, Overn Crescent & Wittmills Oak)

Bus Shelters on Stratford Road and Moreton Road

### **Town Cemetery**

Provision of Salt bins (Not refilling)

### **Railways and Circular Walks**

Christmas Lights and Cattle Pens Pea Lights

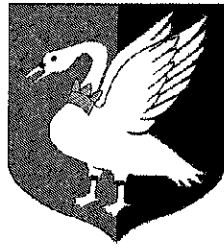
### **Council Chamber**





Event	Date	Location
Spring Fair	Sunday 19 <sup>th</sup> April	The Cattle Pens
May Day Celebration	Friday 1 <sup>st</sup> May	St Peter & St Pauls Church Green
Comedy Night	Sunday 17 <sup>th</sup> May	Old Town Hall
Music in the Market	Sunday 24 <sup>th</sup> May	Market Hill
Fringe Festival	13 <sup>th</sup> – 21 <sup>st</sup> June	Various Town Centre Locations
Dog Awareness Event	Sunday 12 <sup>th</sup> July	Bourton Park
13 <sup>th</sup> Band Jam	Sunday 30 <sup>th</sup> August	Market Hill
River Rinse	Sunday 13 <sup>th</sup> September	Chandos Park
River Rinse	Sunday 4 <sup>th</sup> October	Bourton Park
Local Democracy Event	Friday 16 <sup>th</sup> October	Buckingham/RLS Schools
Charter Fair	Saturday 17 <sup>th</sup> October	Town Centre
Charter Fair	Saturday 24 <sup>th</sup> October	Town Centre
Fireworks Display	Saturday 31 <sup>st</sup> October	Bourton Park
Make a Guy Competition	Saturday 31 <sup>st</sup> October	Old Gaol Area
Remembrance Parade	Sunday 8 <sup>th</sup> November	Town Centre and St Peter & St Pauls Church
Christmas Light Switch On Christmas Market	Saturday 28 <sup>th</sup> November	Old Gaol Area The Cattle Pens
Christmas Parade Community Fair	Saturday 12 <sup>th</sup> December	Town Centre Buckingham Community Centre





# Buckingham Town Council

## Business Plan 2015-2018





## *Introduction*

### *What is a Town Council Business Plan?*

A Business Plan is the Town Council's blueprint for how it will work in a co-ordinated way in the best interests of all who live or work in the town or who use the Council's services. The Plan sets out the Council's values, vision and key objectives.

A Business Plan sets out the mission, objectives and key priorities of what a organisation wants to achieve, either directly or by trying to increase its influence on the relevant delivery body, such as the District or County Council. It is a Council's action plan for a set number of years. The Plan will help drive and determine the direction and content of all other internal strategies and resources of the Council.

This Business Plan sets out for Members, staff, and the community we serve, our mission, purpose and priorities for the next three years.

### *Why has Buckingham Town Council decided to produce a Business Plan?*

This Business Plan will help ensure that Buckingham Town Council can take a planned and consistent approach to:

- The design and delivery of services
- The prioritisation and allocation of resources
- The achievement of real value for money

Having an agreed strategy provides a framework for the Town Council to work within, enabling it to operate in a more consistent and co-ordinated way. The Business Plan will allow the Council to become more confident and proactive in its decision making.

Later in the Plan we have identified:

- The core priorities of the Council over the next three years.
- The key objectives and actions associated with each of the Councils priorities

### *How do we ensure Community Involvement*

In determining the aims of the Council the Business Plan has:

- Recognised national and local priorities
- Taken account of the views of local communities

Buckingham Town Council has developed a comprehensive Neighbourhood Development Plan which involved a series of public consultation periods and events allowing residents to provide their input. The issues and public views highlighted during those consultation events have been used to help form prioritise the Councils key aims and strategic points.

### *Monitoring the Business Plan*

As mentioned above, the Plan will help drive and determine the direction and content of all other internal strategies and resources of the Council. The detailed content of the Plan will be strongly influenced by other work and will need to be regularly reviewed and updated accordingly. Internal pressure may arise from plans to improve service quality and the availability of resources, while external pressure may come from partnership work, other strategic plans, and Government legislation.



# BUCKINGHAM

## *An Overview of Buckingham Town Council*

Buckinghamshire is made up of three tiers of local government, each with differing areas responsibilities. Buckingham Town Council is the first and most local tier of government for residents of Buckingham Parish.

Aylesbury Vale District Council is the second tier and is responsible for services within the town including, parking, housing and street cleaning. The third tier of local government is Buckinghamshire County Council, its responsibilities include education, highways, libraries, rights of way, health and social services.

As of May 2015 Buckingham Town Council has four electoral wards and seventeen elected Councillors who are elected every four years. The Town Mayor and Deputy Town Mayor are elected by Councillors at the Annual Statutory Meeting in May.

The Council has four standing committees, each with its own remit;

### Resources

The Town Council's Resources Committee (Previously Environment, Finance, Administration and Personnel) is authorised by the Full Council to take responsibility for the preparation of the Council's annual precept, implementation of annual grants system, review of the longer term strategy of the Council, the review of any personnel requirements, and the monitoring and scrutinising of the budget. In addition the Committee takes responsibility for the regular review of Standing Orders, Policies and Terms of Reference.

### Environment

The Committee is authorised to take responsibility for the protection and improvement of the town and its environs. The Committee makes recommendations to the Full Council regarding any land or property held or leased, and any proposed purchases or sales.

The Committee also reviews work required to footpaths, pavements, cycle-ways, roads, waterways, horticultural and arboriculture works, street furniture (seats, planters, waste bins and waste bins), play areas, and play equipment.

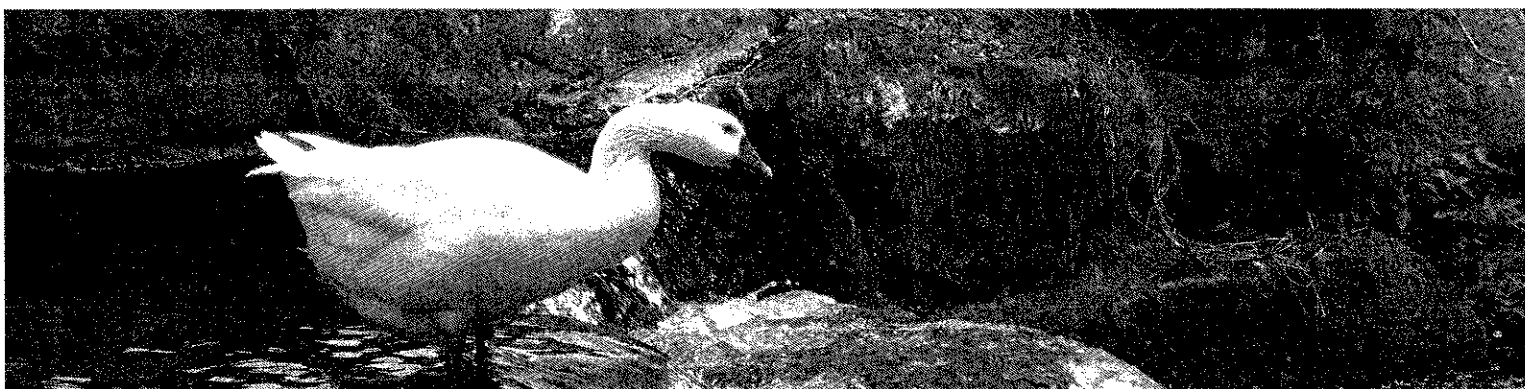
### Planning

This committee has three key roles: it reviews every planning application, considers tree applications, and takes part in various district and regional consultations where they may impact on Buckingham.

The Town Council is a statutory consultee, and reviews all planning applications to ensure they meet local requirements and aspirations. However, it should be noted that Aylesbury Vale District Council makes the final decision on all planning applications, and does not always agree with the Town Council's comments.

### Town Centre and Events

The Town Centre & Events Committee remit is to make the town centre a pleasant place to come to, and to put on events for residents and visitors. All events are aimed to strengthen our community, young and old; and contribute to making Buckingham an especially vibrant town. Many events are run in partnership with local groups and organisations. The Committee also takes responsibility for the running of the markets, floral displays, youth projects and the promotion of the town through appropriate media.





# *The Town Council*

## *The Councils Vision, Aims and Long Term Objectives*

The Town Council's aim is to improve the quality of life for the residents of Buckingham. A working group consisting of Council Members and Officers addressed how the Council will achieve this and as such Members agreed Buckingham Town Council needs to work towards achieving eight Core Objectives over the next three years;

- 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)

Each of these objectives contains specific projects and activities that the Council is already doing, or must begin, to achieve the set objective.

### *Key Processes*

The successful achievement of the Councils core objectives is dependant on the Council and its Officers performing certain key projects, process and activities exceptionally well, in order for us to be confident that we are well placed to be achieving the objectives set out above.

The Council has highlighted the below six processes as being crucially important;

- Developing Capability of Council Staff
- Liaising with, and influencing, other key bodies
- Long term and tactical planning
- Knowledge management
- Developing Policy
- Community Engagement

The Council has reviewed threats and opportunities for each of the Key Processes and has developed action points for each. This includes consideration during the setting of precept.

### *Performance Indicators*

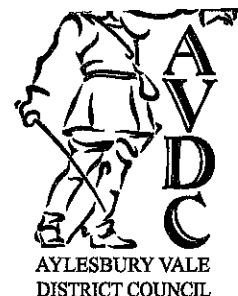
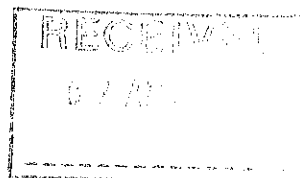
It is important that the Council measures its progress and creates an avenue to adapt its workings to ensure the plan is a success. The Council has created measurable Performance Indicators for each of its eight objectives. The Resources Committee will review the Council's progress against these indicators on a regular basis. A report will be issued to the Resources Committee every 12 weeks, ensuring the Council is actively pursuing its objectives, adapting and taking action to meet its targets when necessary.



# AYLESBURY VALE DISTRICT COUNCIL

## Legal & Estates Services

Please ask for: Mrs K A Stubbs  
 Direct Line: 01296 585029  
 Switchboard: 01296 585858  
 Text Relay: prefix telephone number with 18001  
 Email: [righttobid@aylesburyvaledc.gov.uk](mailto:righttobid@aylesburyvaledc.gov.uk)  
 Our Ref: PR126/32  
 Your Ref:



1 April 2015

Mr C Robson  
 Deputy Town Clerk  
 Buckingham Town Council  
 The Buckingham Centre  
 Verney Close  
 Buckingham  
 Bucks MK18 1JP

BY FIRST CLASS POST

Dear Mr Robson

**Re: The Red Cross Day Centre, Verney Close, Buckingham, MK18 1JP  
 Nomination as an asset of community value**

I refer to the above application received by this Council on 6 February 2015 and write to confirm that the nomination has resulted in the listing of the above property as an asset of community value. I enclose a copy of the Decision Notice by way of confirmation.

The property will now be added to the Register of Assets of Community Value maintained by the Council pursuant to the provisions of S87 of the Act.

The Council will also make an application to the Land Registry for a restriction in the appropriate form to be noted on the registered title of the property, in order to prevent the property being sold without compliance with the provisions of the Act.

If the property is placed on the market this triggers the Interim Moratorium Period which is the 6 week period during which time Community Interest Groups with a local connection, may register an expression of interest to purchasing the property.

If a Community Interest Group expresses an interest to bid for the property then the full six-month moratorium period will come into operation. The full moratorium period gives the Community Interest Group time to arrange finance for the potential purchase. During the full moratorium period the owner can continue to market the property and enter into negotiations with interested purchasers but the owner can not exchange contracts for sale with anyone other than a Community Interest Group, until after the six month period has expired.

If you require more details about the process please refer to the Council's web-page on Community Right to Bid <http://www.aylesburyvaledc.gov.uk/community-living/community-right-to-bid/>



**Aylesbury Vale District Council**  
**Community nomination in respect of**  
**Red Cross Day Centre, Verney Close, Buckingham**

Notice under section 91 of the Localism Act 2011

**1. The Nomination**

On 6 February 2015 Aylesbury Vale District Council received a nomination under section 89 of the Localism Act 2011 ('the Act') to list the Red Cross Day Centre, Verney Close, Buckingham as an asset of community value. The nomination was made by Buckingham Town Council following a resolution of that Council dated 19 January 2015. A copy of the nomination is attached at Appendix 1 and the plan showing the boundaries of the nominated land is attached at Appendix 2.

A summary of the nomination is set out below:

- (a) the property/land is located at the Red Cross Day Centre, Verney Close, Buckingham, Buckinghamshire MK18 1JP
- (b) it consists of six rooms comprising a kitchen and separate utility room, a large room to the rear formerly used as a dining room, a large room to the front used as a sitting room, an office, a room containing a sink and benches, formerly used to wash clients hair, and a shower room
- (c) it contains disabled toilets and has disabled access from Verney Close, externally there is a gravelled area to the front and an open paved area to a wall at the rear and includes an old greenhouse
- (d) a copy of the freehold registered title BM367374 indicates that the land is owned by Buckinghamshire County Council
- (e) the property is not currently in use but until recently and for a considerable period of time it was run by the Red Cross as a day centre offering adult recreational opportunities and day care. When it was operated as such it was open five days a week and its principal purpose was to provide a service to the community which furthered the social, health and recreational well-being of its clients and their families. It provided a location for respite care and a venue for various community groups and programmes such as the Monday Club which increased social inclusion in the community with regular dinners and other social activities.
- (f) Buckingham's Access For All has identified a number of issues with disabled access to venues in Buckingham and the centre is easily accessible by wheelchairs and scooters, its facilities, including parking and its central location, near to services, make it a good venue for a variety of groups

**2. The Law and Statutory Guidance**

Under section 87 of the Act the Council must maintain a list of land of community value in its area. Section 88 provides that a building or other land is of community value if in the Council's opinion an actual current use of the

#### 4. Next Steps

Red Cross Day Centre, Verney Close, Buckingham will be included in the list of assets of community value maintained by the Council under section 87 of the Act.

In accordance with section 91 of the Act the Council will send this notice to:-

- (a) the owner of the land
- (b) the registered occupier of the land if the occupier is not the owner
- (c) Buckingham Town Council as the nominee body

#### 5. Consequences of Listing

The land will remain on the list of assets of community value for a period of 5 years from the date of this notice unless removed with effect from some earlier time in accordance with the provision of the Regulations.

Inclusion of the land in the list of community assets is a local land charge under the Local Land Charges Act 1975.

The Council is required under Schedule 4 of the Regulations to apply to the Land Registry for a restriction to be added to the registered title of the land that "No transfer or lease is to be registered without a certificate signed by a conveyancer that the transfer or lease did not contravene section 95(1) of the Localism Act 2011".

Under section 95 of the Act an owner must notify the Council by writing to the Chief Executive at Aylesbury Vale District Council, The Gateway, Gatehouse Road, Aylesbury, Bucks HP19 8FF if they wish to enter into a relevant disposal of the land. Relevant disposal is defined in section 96 and (subject to exemptions in section 95(5) and Schedule 3 of the Regulations) means, a freehold disposal or the grant or assignment of a qualifying leasehold interest, with vacant possession.

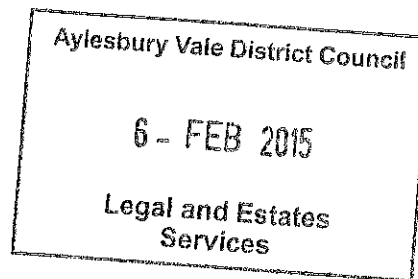
A moratorium period is triggered by notification under section 95 to allow any community interest group to submit a written request to be treated as a potential bidder for the land. Owners are advised to refer to the Part 5 Chapter 3 of the Act and the Regulations in full and to seek legal advice if they wish to dispose of the land. **A disposal of listed land which contravenes the requirements of Act and Regulations will be ineffective.**

#### 6. Right of Review

In accordance with section 92 of the Act the owner of the land is entitled to request a review of this decision. The review will be carried out by a senior officer of the Council nominated by the Chief Executive. A request must be made in writing and received by the Council within 56 days of the date of this notice or such longer period as the Council may agree in writing. Please ensure that the request explains on what grounds the decision should be reviewed.

If a request is made the Council will complete the review within 56 days of receiving the request or such longer period as is agreed with the owner in writing. A request must be addressed to The Chief Executive, Aylesbury Vale District Council, The Gateway, Gatehouse Road, Aylesbury, Bucks HP19 8FF

## Community Right to Bid NOMINATION FORM



Please use this form to nominate an asset of community value.

The form is split into three sections to enable you to give details about: (a) who you are; (b) the asset you wish to nominate and (c) what community value you believe the asset has. We ask for this specific information to help assess whether your nomination meets the requirements of the legislation relating to this community right.

**Guidance notes are provided at the end of the form to explain in more detail what is required and we encourage you to read these either before or as you work through this submission.**

Your nomination will be considered and responded to 8 weeks from the date that it is validated.

Please submit your completed nomination form to the following address:

**Community Right to Bid  
Legal and Estates Services  
Aylesbury Vale District Council  
The Gateway  
Gatehouse Road  
Aylesbury, Bucks  
HP19 8FF**

or alternatively email it to:

**[righttobid@aylesburyvaledc.gov.uk](mailto:righttobid@aylesburyvaledc.gov.uk)**

## **Section 2 ABOUT THE PROPERTY TO BE NOMINATED**

### **Q4 Which asset do you wish to nominate?**

<b>Name of property:</b>	Red Cross Day Centre
<b>Address and postcode:</b>	Verney Close Buckingham Mk18 1JP
<b>Name of property owner</b>	Buckinghamshire County Council
<b>Address and postcode:</b>	County Hall Walton Street Aylesbury Buckinghamshire HP20 1UA
<b>Telephone number</b>	01296 395 000
<b>Email address (if known)</b>	Not Known
<b>Current occupier's name (if different from property owner)</b>	Not Occupied
<b>Details of occupier's interest in property</b>	N/A
<b>Please confirm what the building/land comprises (e.g. function room/garden/ car park). Also provide details of whether there is residential accommodation at the property and whether it is integral or a self-contained unit.</b>	<p>The building does not include any residential accommodation.</p> <p>The building is self contained and separate from any other structure.</p> <p>Internally the building is made up of 6 rooms, not including toilets.</p> <p>The building consists of;</p> <ul style="list-style-type: none"> <li>• Kitchen and separate utility room</li> <li>• Large room to the back which was previously used as a dining area (Consisting of several separate tables)</li> <li>• Large room to the front used as a sitting area</li> <li>• A room to the left of the main entrance previously used as an office</li> <li>• A room containing a sink and benches, previously used to wash day clients hair and a shower room</li> </ul> <p>The building includes disabled toilets and has disabled access from Verney Close.</p>

## **Q6 Why do you feel the property is an asset of community value?**

the community, which furthered the social, health and recreational wellbeing of its clients and their families. In this way the building has provided a vital service for the community.

The centre provided a location for respite as well as social and recreational activities for clients of various ages. The building provided a venue for various community groups and programs which increased social inclusion within the community, including regular dinners and social activities via programs such as the Monday Club.

Buckingham's Access for All has identified a variety of issues and difficulties around disabled access for venues in Buckingham. The building in question has a lot of advantages when considering access. Its main entrance is easily accessible by wheelchairs or scooters and the building's disabled toilet and large open reception areas (including the large kitchen) make it easily usable by individuals and groups. In addition the parking area at the front allows for easy and safe 'drop off' without obstructing traffic or pavements, it also avoids the need for individuals to cross a road to access the building. The building is easily accessible and is well located in the centre of town, near vital services such as the doctors, library and car park.

Considering the difficulties around disabled access for existing venues in the town the protection of such an accessible community venue is of vital importance for the continued well-being of groups within the town. The building has in the past been used by other organisations, and with the space available, its accessibility and location within the town the building can provide a venue for a variety of groups.

The Town Council would like to see the building placed on the Asset of Community Value Register to ensure the building continues to benefit the community, and such a valuable community asset is not lost.

### **Attachment checklist**

- ☒ Copy of the parish/town council resolution/minute which proposes the nomination (if applicable)
- ☐ Copy of organisation's constitution (if applicable)
- ☐ Names and home addresses of 21 members registered to vote in nomination area (if group is unconstituted/unincorporated community group)
- ☒ Copy of the Land Registry Register View/Official Copy register entries including title plan
- ☒ Any additional plans (if applicable)
- ☐ Evidence of current community use e.g. activity programmes, website links etc.

