



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, VERNEY CLOSE,
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Town Clerk: Claire Molyneux

ENVIRONMENT
COMMITTEE

Wednesday, 26 October 2022

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 31st October 2022 at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

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

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

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

Claire Molyneux
Town Clerk

AGENDA

1. Apologies for absence

Members are asked to receive apologies for absence.

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. Action report

To receive the report and note the updated information.

[Appendix A](#)

4. Budgets

To receive the latest figures.

[Appendix B](#)

5. Bourton Park Green Flag award

Green Flag award feedback report - to receive and discuss the report.

[E/91/22](#)

6. Chandos Park street lighting

To receive and discuss the report.

[E/92/22](#)



Twinned with Mouvaux, France;



Neurkirchen-Vluyn, Germany



Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't. All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk can send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

7. Brackley Road cemetery wall renovation proposal

To receive and discuss the report.

[E/93/22](#)**8. Access Awareness****9. QuickLitterPick update**

To receive and discuss the report.

[E/94/22](#)**10. Railway Walk Conservation Volunteer Group**

To receive and discuss the report.

[E/95/22](#)**11. Cemetery fees**

To receive and agree the report regarding the cemetery fees uplift for 2023/24.

[E/96/22](#)**12. Climate Emergency Action Plan**

To receive and discuss updates to the Climate Emergency Action Plan.

[Appendix C](#)**13. Updates from representatives on Outside Bodies**

To receive verbal updates from Councillors.

14. News releases**15. Chair's announcements****16. Date of next meeting:** Monday 19th December 2022.**COMMITTEE IN PRIVATE SESSION****Exclusion of Public and Press**

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

17. Bourton Park bridge repairs update

To receive the report and note the information.

[E/97/22](#)**18. Tingewick Road Green Spaces updates**

To receive a verbal update.

19. Community Centre fire risk assessment

To receive and discuss the report.

[E/98/22](#)**20. Proposed 2023/24 budget**

To receive and review the report regarding the proposed 2023/24 budget

[Appendix D](#)**21. New cemetery, maintenance depot and allotments plans and costings**

To receive and discuss the report.

[E/99/22](#)**To Committee Members:**

Cllr. R. Ahmed

Cllr. F. Davies

Cllr. Mrs. M. Gateley Town Mayor

Cllr. S. Hetherington

Cllr. Mrs. L. O'Donoghue

Cllr. A. Osibogun

Cllr. A. Ralph

Cllr. A. Schaefer Chair

Cllr. R. Stuchbury

Cllr. R. Willett Vice-Chair

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
1	Environment	92/15; 904/15;640/16 ; 309.4/17- 463; 206/18; 126/19	Sports Pitch Provision	Historical correspondence and agreements to be reviewed by the Town Clerk.	Town Clerk	To be reviewed following the new SPD introduction	Ongoing
2	Environment	884/18	Compliments and Complaints Log	Members AGREED the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		Mar-23
3	Environment	314/20;1078/20	New Cemetery	Full Council Min 1160/20 Proposed by Cllr. Stuchbury, seconded by Cllr. O'Donoghue and unanimously AGREED that the Town Council proceed with the immediate purchase of the allotment and cemetery land outlined from money held with the Council's general reserve for a total cost of £87,000. The Council's solicitor has been instructed accordingly.	Town Clerk	Solicitor has been chased - awaiting update	Ongoing
4	Environment	319/20	Lace Hill Doors	AGREED for a report regarding an additional external fire exit door is brought back to the next committee meeting.	Estates Manager	Estates Manager awaiting designs.	ongoing
5	Environment	771/20	Tingewick Road Greenspaces	Members AGREED for the Town Council to take on the green spaces and play areas, provided that Barratts agree a suitable initial payment, and that the development of the green spaces are completed satisfactorily, in line with the agreed plans.	Town Clerk	Agreed to recommend to Full Council - subject to agreement following formal response from Barratts Homes	ongoing -
7	Environment	123/21	'Buckingham Community Flood Response Plan'	Proposed by Cllr. Whyte, seconded by Cllr. O'Donoghue and unanimously AGREED to note the draft Buckingham Community Flood Response Plan and recommend to establish a Working Group after the publication of Buckinghamshire Council's Section 19 report. The Working Group would include representatives from all local stakeholders and their remit would be to review the Section 19 report and reflect any changes within the draft Buckingham Community Flood Response Plan	Town Clerk	The report has been published. Committee members have been asked who would like to take part. Once all responses are received a date will be set.	To be scheduled for autumn
8	Environment	323/21	Ford	to RECOMMEND to form a working party to formulate recommendations for a future meeting of the Environment Working Group and to launch a public consultation in liaison with the Buckingham Society.	Estates Manager	Community Board have requested evidence of community support and match funding. Project to be reviewed for December update.	Dec-22

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
9	Environment	398/21	Play Area Repalcement	Play Areas Replacement – Members AGREED for the town Clerk to revisit agreements with the unitary Council regarding Section 106 funding the replacement of play area equipment	Town Clerk (with Estates Administator)	Section 106 funding agreed for renovation of the toddler play area in Bourton Park. Public consultation completed and formal tender documents to be published for deadline on the 3rd November 2022.	Dec-22
10	Environment	543	Castle Hill Information Board	It is recommended that Members agree to allow the proposed board to be installed on the Church Green, conditional on the exact location and final design being agreed by the Town Clerk in consultation with the Chair of the Environment Committee		Buckingham Society are progressing	Ongoing
11	Environment	679/21	Community Centre Survey	Agreed that 397/21 Community Centre Survey be presented as a confidential report alongside the lease.	Estates Manager	Fire Risk Assesment on agenda - structural survey to follow	On agenda and Dec-22
12	Environment	690	Railway Walk Conservation Group	It was agreed that the Town Council works with relevant organisations to support training for a new coordinator.	Estates Manager	Report on agenda	Oct-22
13	Environment	826	Pollution	To ask Buckinghamshire Council to conduct a new survey into the levels of noise, air pollution and particulates, particularly on the A421, and furnish Buckingham Town Council with the results of all previous surveys on record and what steps it is taking to deal with any unsafe levels of pollution.	Town Clerk	Awaiting response	Ongoing
14	Environment	835	Tingewick Road Green spaces	Members AGREED for the Town Clerk to request a more detailed, accurate drawing and further information regarding the trees on the land.	Town Clerk	Chased with Barratts - Awaiting response	verbal update on agenda
15	Environment	Public session	Lighting in Chandos Park	Members AGREED that the Estates Manager will complete a short lighting survey in Chandos Park	Estates Manager	On agenda	Oct-22

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Detailed Income & Expenditure by Budget Heading 31/10/2022

Month No: 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
ENVIRONMENT							
<u>201 Environment</u>							
3995 NI Environment	16,956	9,427	17,139	7,712		7,712	55.0%
3996 Pensions ERS Environment	49,786	24,840	47,391	22,551		22,551	52.4%
4004 Salaries environment	203,890	105,876	201,836	95,960		95,960	52.5%
4068 Community Service	0	0	11,006	11,006	4,000	7,006	36.3%
4112 Environment Equipment	5,131	4,970	9,688	4,718	297	4,421	54.4%
4168 Defibrillators	405	94	518	424		424	18.1%
Environment :- Indirect Expenditure	276,167	145,206	287,578	142,372	4,297	138,075	52.0%
Net Expenditure	(276,167)	(145,206)	(287,578)	(142,372)			
<u>202 Roundabouts</u>							
1051 Roundabout no. 1	2,219	2,288	2,288	0			100.0%
1052 Roundabout no. 2	0	1,219	1,219	0			100.0%
1053 Roundabout no. 3	0	333	2,002	1,669			16.6%
1054 Roundabout no. 4	2,530	2,551	2,551	0			100.0%
1056 Roundabout no. 6	2,694	1,386	2,718	1,332			51.0%
1057 Roundabout no. 7	1,374	1,386	1,386	0			100.0%
Roundabouts :- Income	8,817	9,163	12,164	3,001			75.3%
4108 Roundabout	0	2,105	1,366	(739)		(739)	154.1%
Roundabouts :- Indirect Expenditure	0	2,105	1,366	(739)	0	(739)	154.1%
Net Income over Expenditure	8,817	7,058	10,798	3,740			
<u>203 Maintenance</u>							
4082 Allotments	2,030	2,101	2,101	0		0	100.0%
Maintenance :- Indirect Expenditure	2,030	2,101	2,101	0	0	0	100.0%
Net Expenditure	(2,030)	(2,101)	(2,101)	0			
<u>204 Devolved services expenses</u>							
1017 Devolved services income	20,381	20,992	20,964	(28)			100.1%
Devolved services expenses :- Income	20,381	20,992	20,964	(28)			100.1%
4124 Devolved services	4,010	5,087	7,500	2,413		2,413	67.8%
Devolved services expenses :- Indirect Expenditure	4,010	5,087	7,500	2,413	0	2,413	67.8%
Net Income over Expenditure	16,370	15,905	13,464	(2,441)			

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<u>205 Grounds maintenance</u>							
4033 Waste disposal	4,739	2,548	3,000	452		452	84.9%
4035 Machinery	3,047	852	2,500	1,648	375	1,273	49.1%
4036 Fuel (Mower)	860	1,540	1,200	(340)		(340)	128.3%
4037 Sundries	2,022	568	2,606	2,038		2,038	21.8%
4063 Vehicle hire and running costs	10,772	4,695	16,884	12,189	3,626	8,563	49.3%
Grounds maintenance :- Indirect Expenditure	21,439	10,203	26,190	15,987	4,001	11,985	54.2%
Net Expenditure	(21,439)	(10,203)	(26,190)	(15,987)			
<u>248 Depot</u>							
4013 Equipment purchase	0	2,000	4,070	2,070		2,070	49.1%
4055 Alarm	497	0	431	431		431	0.0%
4225 Rates	4,142	4,142	4,412	270		270	93.9%
4601 Repairs & maintenance fund	581	530	840	310		310	63.1%
4602 Electricity	842	1,236	1,000	(236)		(236)	123.6%
4603 Water	398	212	850	638		638	25.0%
Depot :- Indirect Expenditure	6,460	8,120	11,603	3,483	0	3,483	70.0%
Net Expenditure	(6,460)	(8,120)	(11,603)	(3,483)			
<u>249 C Meadow toilets & Shopmobilit</u>							
1085 Shopmobility income	90	141	40	(101)			352.5%
C Meadow toilets & Shopmobilit :- Income	90	141	40	(101)			352.5%
4602 Electricity	0	0	518	518		518	0.0%
4603 Water	0	0	518	518		518	0.0%
4608 Shopmobility	561	187	1,077	890	6	883	18.0%
4612 Contractor charge	9,579	5,225	9,600	4,375		4,375	54.4%
4709 MAINTENANCE	871	240	539	299		299	44.5%
C Meadow toilets & Shopmobilit :- Indirect Expenditure	11,011	5,652	12,252	6,600	6	6,593	46.2%
Net Income over Expenditure	(10,921)	(5,511)	(12,212)	(6,701)			
<u>250 Lace Hill</u>							
1026 Lace Hill Community Centre	38,097	18,160	45,929	27,769			39.5%
1027 Solar income	0	0	2,000	2,000			0.0%
Lace Hill :- Income	38,097	18,160	47,929	29,769			37.9%
4050 Lace Hill playing fields	2,999	0	500	500		500	0.0%
4118 Solar panels	0	0	362	362		362	0.0%

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4158 Lace Hill gas	2,915	1,294	4,202	2,908		2,908	30.8%
4159 Lace Hill electricity	4,206	1,396	1,500	105		105	93.0%
4160 Lace Hill water	340	234	300	66		66	78.0%
4161 Lace Hill repairs & Maintenan	4,295	1,328	3,707	2,379	118	2,261	39.0%
4162 Lace Hill contractor charge	3,392	2,021	6,800	4,779		4,779	29.7%
4163 Lace Hill alarm	495	0	0	0		0	0.0%
4164 Lace Hill equipment	2,528	154	3,717	3,563		3,563	4.2%
4225 Rates	9,731	9,731	10,072	342		342	96.6%
Lace Hill :- Indirect Expenditure	30,902	16,158	31,160	15,002	118	14,884	52.2%
Net Income over Expenditure	7,195	2,002	16,769	14,767			
<u>251 Chandos Park</u>							
1030 Bowls income	572	0	592	592			0.0%
1035 TENNIS COURT RENT	651	0	674	674			0.0%
Chandos Park :- Income	1,223	0	1,266	1,266			0.0%
4601 Repairs & maintenance fund	965	1,450	3,570	2,120	1,140	980	72.5%
4602 Electricity	852	630	539	(91)		(91)	116.8%
4603 Water	1,180	1,160	1,346	186		186	86.2%
4606 Bowls Club Maintenance	0	1,144	2,000	856	98	759	62.1%
Chandos Park :- Indirect Expenditure	2,998	4,383	7,455	3,072	1,238	1,834	75.4%
Net Income over Expenditure	(1,775)	(4,383)	(6,189)	(1,806)			
<u>252 Bourton Park</u>							
4106 Play area maintenance	0	148	0	(148)		(148)	0.0%
4601 Repairs & maintenance fund	6,777	5,580	7,839	2,259		2,259	71.2%
Bourton Park :- Indirect Expenditure	6,777	5,728	7,839	2,111	0	2,111	73.1%
Net Expenditure	(6,777)	(5,728)	(7,839)	(2,111)			
<u>253 Cemeteries</u>							
1041 Burial fees	24,285	11,440	24,000	12,560			47.7%
Cemeteries :- Income	24,285	11,440	24,000	12,560			47.7%
4225 Rates	469	2,096	500	(1,596)		(1,596)	419.2%
4265 New cemetery maintenance	7,885	0	3,500	3,500		3,500	0.0%
4601 Repairs & maintenance fund	3,028	857	4,198	3,341	1,670	1,671	60.2%
4602 Electricity	148	212	250	38		38	85.0%
4617 Memorial testing	0	0	2,156	2,156		2,156	0.0%
4619 New cemetery repayments	0	0	58,647	58,647	20,683	37,964	35.3%

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4620 Expenses for burial duties	4,626	2,012	5,175	3,163		3,163	38.9%
Cemeteries :- Indirect Expenditure	16,155	5,177	74,426	69,249	22,353	46,896	37.0%
Net Income over Expenditure	8,130	6,262	(50,426)	(56,688)			
254 Chandos Park toilets							
4612 Contractor charge	9,579	5,225	10,736	5,511		5,511	48.7%
4709 MAINTENANCE	1,332	752	1,077	325	360	(35)	103.2%
Chandos Park toilets :- Indirect Expenditure	10,911	5,977	11,813	5,836	360	5,476	53.6%
Net Expenditure	(10,911)	(5,977)	(11,813)	(5,836)			
255 Railway Walk & Castle Hill							
1039 COMMUNITY FUNDING HOB	0	3,000	0	(3,000)			0.0%
Railway Walk & Castle Hill :- Income	0	3,000	0	(3,000)			
4120 Friends of Groups	402	175	1,077	902	5,100	(4,198)	489.8%
4709 MAINTENANCE	0	236	1,035	799		799	22.8%
Railway Walk & Castle Hill :- Indirect Expenditure	402	411	2,112	1,701	5,100	(3,399)	261.0%
Net Income over Expenditure	(402)	2,589	(2,112)	(4,701)			
256 Storage Premises							
4066 Grenville garage rent	599	398	722	324		324	55.2%
Storage Premises :- Indirect Expenditure	599	398	722	324	0	324	55.2%
Net Expenditure	(599)	(398)	(722)	(324)			
258 Cemetery Lodge							
1061 Cemetery Lodge rental income	9,976	4,010	11,350	7,340			35.3%
Cemetery Lodge :- Income	9,976	4,010	11,350	7,340			35.3%
4034 PWLB repayments inc. interest	4,702	2,351	4,072	1,721		1,721	57.7%
4609 Cemetery Lodge maintenance	200	104	3,105	3,001		3,001	3.3%
Cemetery Lodge :- Indirect Expenditure	4,902	2,455	7,177	4,722	0	4,722	34.2%
Net Income over Expenditure	5,074	1,555	4,173	2,618			
260 CCTV							
4100 CCTV maintenance	1,748	55	3,400	3,345		3,345	1.6%
CCTV :- Indirect Expenditure	1,748	55	3,400	3,345	0	3,345	1.6%
Net Expenditure	(1,748)	(55)	(3,400)	(3,345)			

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<u>261 Community Centre</u>							
4085 Structural repairs	0	7,000	7,000	0		0	100.0%
4091 Chamber	698	1,594	1,051	(543)		(543)	151.7%
Community Centre :- Indirect Expenditure	698	8,594	8,051	(543)	0	(543)	106.7%
Net Expenditure	(698)	(8,594)	(8,051)	543			
<u>262 Parks General</u>							
4101 Seats and bins	163	406	1,483	1,077	1,077	0	100.0%
4102 Dog bins	0	0	4,502	4,502	4,350	152	96.6%
4106 Play area maintenance	1,705	1,110	5,266	4,156		4,156	21.1%
4122 Tree works	5,430	5,407	17,000	11,593		11,593	31.8%
4270 Bridges	1,000	2,066	2,066	0		0	100.0%
4275 Play area replacement fund	0	0	5,000	5,000		5,000	0.0%
4276 Tree wardens	0	258	1,035	777		777	25.0%
Parks General :- Indirect Expenditure	8,298	9,247	36,352	27,105	5,427	21,678	40.4%
Net Expenditure	(8,298)	(9,247)	(36,352)	(27,105)			
ENVIRONMENT :- Income	102,868	66,905	117,713	50,808			56.8%
Expenditure	405,508	237,058	539,097	302,039	42,900	259,138	51.9%
Grand Totals:- Income	102,868	66,905	117,713	50,808			56.8%
Expenditure	405,508	237,058	539,097	302,039	42,900	259,138	51.9%
Net Income over Expenditure	(302,640)	(170,153)	(421,384)	(251,231)			
Movement to/(from) Gen Reserve	(302,640)	(170,153)					

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4004 Salaries environment	203,890	105,876	201,836	95,960		95,960	52.5%
4068 Community Service	0	0	11,006	11,006	4,000	7,006	36.3%
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4168 Defibrillators	405	94	518	424		424	18.1%
Environment :- Indirect Expenditure	276,167	145,206	287,578	142,372	4,297	138,075	52.0%
Net Expenditure	(276,167)	(145,206)	(287,578)	(142,372)			
<u>202 Roundabouts</u>							
1051 Roundabout no. 1	2,219	2,288	2,288	0			100.0%
1052 Roundabout no. 2	0	1,219	1,219	0			100.0%
1053 Roundabout no. 3	0	333	2,002	1,669			16.6%
1054 Roundabout no. 4	2,530	2,551	2,551	0			100.0%
1056 Roundabout no. 6	2,694	1,386	2,718	1,332			51.0%
1057 Roundabout no. 7	1,374	1,386	1,386	0			100.0%
Roundabouts :- Income	8,817	9,163	12,164	3,001			75.3%
4108 Roundabout	0	2,105	1,366	(739)		(739)	154.1%
Roundabouts :- Indirect Expenditure	0	2,105	1,366	(739)	0	(739)	154.1%
Net Income over Expenditure	8,817	7,058	10,798	3,740			
<u>203 Maintenance</u>							
4082 Allotments	2,030	2,101	2,101	0		0	100.0%
Maintenance :- Indirect Expenditure	2,030	2,101	2,101	0	0	0	100.0%
Net Expenditure	(2,030)	(2,101)	(2,101)	0			
<u>204 Devolved services expenses</u>							
1017 Devolved services income	20,381	20,992	20,964	(28)			100.1%
Devolved services expenses :- Income	20,381	20,992	20,964	(28)			100.1%
4124 Devolved services	4,010	5,087	7,500	2,413		2,413	67.8%
Devolved services expenses :- Indirect Expenditure	4,010	5,087	7,500	2,413	0	2,413	67.8%
Net Income over Expenditure	16,370	15,905	13,464	(2,441)			

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4035 Machinery	3,047	852	2,500	1,648	375	1,273	49.1%
4036 Fuel (Mower)	860	1,540	1,200	(340)		(340)	128.3%
4037 Sundries	2,022	568	2,606	2,038		2,038	21.8%
4063 Vehicle hire and running costs	10,772	4,695	16,884	12,189	3,626	8,563	49.3%
Grounds maintenance :- Indirect Expenditure	21,439	10,203	26,190	15,987	4,001	11,985	54.2%
Net Expenditure	(21,439)	(10,203)	(26,190)	(15,987)			
<u>248 Depot</u>							
4013 Equipment purchase	0	2,000	4,070	2,070		2,070	49.1%
4055 Alarm	497	0	431	431		431	0.0%
4225 Rates	4,142	4,142	4,412	270		270	93.9%
4601 Repairs & maintenance fund	581	530	840	310		310	63.1%
4602 Electricity	842	1,236	1,000	(236)		(236)	123.6%
4603 Water	398	212	850	638		638	25.0%
Depot :- Indirect Expenditure	6,460	8,120	11,603	3,483	0	3,483	70.0%
Net Expenditure	(6,460)	(8,120)	(11,603)	(3,483)			
<u>249 C Meadow toilets & Shopmobilit</u>							
1085 Shopmobility income	90	141	40	(101)			352.5%
C Meadow toilets & Shopmobilit :- Income	90	141	40	(101)			352.5%
4602 Electricity	0	0	518	518		518	0.0%
4603 Water	0	0	518	518		518	0.0%
4608 Shopmobility	561	187	1,077	890	6	883	18.0%
4612 Contractor charge	9,579	5,225	9,600	4,375		4,375	54.4%
4709 MAINTENANCE	871	240	539	299		299	44.5%
C Meadow toilets & Shopmobilit :- Indirect Expenditure	11,011	5,652	12,252	6,600	6	6,593	46.2%
Net Income over Expenditure	(10,921)	(5,511)	(12,212)	(6,701)			
<u>250 Lace Hill</u>							
1026 Lace Hill Community Centre	38,097	18,160	45,929	27,769			39.5%
1027 Solar income	0	0	2,000	2,000			0.0%
Lace Hill :- Income	38,097	18,160	47,929	29,769			37.9%
4050 Lace Hill playing fields	2,999	0	500	500		500	0.0%
4118 Solar panels	0	0	362	362		362	0.0%

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Detailed Income & Expenditure by Budget Heading 31/10/2022

Month No: 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4158 Lace Hill gas	2,915	1,294	4,202	2,908		2,908	30.8%
4159 Lace Hill electricity	4,206	1,396	1,500	105		105	93.0%
4160 Lace Hill water	340	234	300	66		66	78.0%
4161 Lace Hill repairs & Maintenan	4,295	1,328	3,707	2,379	118	2,261	39.0%
4162 Lace Hill contractor charge	3,392	2,021	6,800	4,779		4,779	29.7%
4163 Lace Hill alarm	495	0	0	0		0	0.0%
4164 Lace Hill equipment	2,528	154	3,717	3,563		3,563	4.2%
4225 Rates	9,731	9,731	10,072	342		342	96.6%
Lace Hill :- Indirect Expenditure	30,902	16,158	31,160	15,002	118	14,884	52.2%
Net Income over Expenditure	7,195	2,002	16,769	14,767			
<u>251 Chandos Park</u>							
1030 Bowls income	572	0	592	592			0.0%
1035 TENNIS COURT RENT	651	0	674	674			0.0%
Chandos Park :- Income	1,223	0	1,266	1,266			0.0%
4601 Repairs & maintenance fund	965	1,450	3,570	2,120	1,140	980	72.5%
4602 Electricity	852	630	539	(91)		(91)	116.8%
4603 Water	1,180	1,160	1,346	186		186	86.2%
4606 Bowls Club Maintenance	0	1,144	2,000	856	98	759	62.1%
Chandos Park :- Indirect Expenditure	2,998	4,383	7,455	3,072	1,238	1,834	75.4%
Net Income over Expenditure	(1,775)	(4,383)	(6,189)	(1,806)			
<u>252 Bourton Park</u>							
4106 Play area maintenance	0	148	0	(148)		(148)	0.0%
4601 Repairs & maintenance fund	6,777	5,580	7,839	2,259		2,259	71.2%
Bourton Park :- Indirect Expenditure	6,777	5,728	7,839	2,111	0	2,111	73.1%
Net Expenditure	(6,777)	(5,728)	(7,839)	(2,111)			
<u>253 Cemeteries</u>							
1041 Burial fees	24,285	11,440	24,000	12,560			47.7%
Cemeteries :- Income	24,285	11,440	24,000	12,560			47.7%
4225 Rates	469	2,096	500	(1,596)		(1,596)	419.2%
4265 New cemetery maintenance	7,885	0	3,500	3,500		3,500	0.0%
4601 Repairs & maintenance fund	3,028	857	4,198	3,341	1,670	1,671	60.2%
4602 Electricity	148	212	250	38		38	85.0%
4617 Memorial testing	0	0	2,156	2,156		2,156	0.0%
4619 New cemetery repayments	0	0	58,647	58,647	20,683	37,964	35.3%

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Detailed Income & Expenditure by Budget Heading 31/10/2022

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Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4620 Expenses for burial duties	4,626	2,012	5,175	3,163		3,163	38.9%
Cemeteries :- Indirect Expenditure	16,155	5,177	74,426	69,249	22,353	46,896	37.0%
Net Income over Expenditure	8,130	6,262	(50,426)	(56,688)			
<u>254 Chandos Park toilets</u>							
4612 Contractor charge	9,579	5,225	10,736	5,511		5,511	48.7%
4709 MAINTENANCE	1,332	752	1,077	325	360	(35)	103.2%
Chandos Park toilets :- Indirect Expenditure	10,911	5,977	11,813	5,836	360	5,476	53.6%
Net Expenditure	(10,911)	(5,977)	(11,813)	(5,836)			
<u>255 Railway Walk & Castle Hill</u>							
1039 COMMUNITY FUNDING HOB	0	3,000	0	(3,000)			0.0%
Railway Walk & Castle Hill :- Income	0	3,000	0	(3,000)			
4120 Friends of Groups	402	175	1,077	902	5,100	(4,198)	489.8%
4709 MAINTENANCE	0	236	1,035	799		799	22.8%
Railway Walk & Castle Hill :- Indirect Expenditure	402	411	2,112	1,701	5,100	(3,399)	261.0%
Net Income over Expenditure	(402)	2,589	(2,112)	(4,701)			
<u>256 Storage Premises</u>							
4066 Grenville garage rent	599	398	722	324		324	55.2%
Storage Premises :- Indirect Expenditure	599	398	722	324	0	324	55.2%
Net Expenditure	(599)	(398)	(722)	(324)			
<u>258 Cemetery Lodge</u>							
1061 Cemetery Lodge rental income	9,976	4,010	11,350	7,340			35.3%
Cemetery Lodge :- Income	9,976	4,010	11,350	7,340			35.3%
4034 PWLB repayments inc. interest	4,702	2,351	4,072	1,721		1,721	57.7%
4609 Cemetery Lodge maintenance	200	104	3,105	3,001		3,001	3.3%
Cemetery Lodge :- Indirect Expenditure	4,902	2,455	7,177	4,722	0	4,722	34.2%
Net Income over Expenditure	5,074	1,555	4,173	2,618			
<u>260 CCTV</u>							
4100 CCTV maintenance	1,748	55	3,400	3,345		3,345	1.6%
CCTV :- Indirect Expenditure	1,748	55	3,400	3,345	0	3,345	1.6%
Net Expenditure	(1,748)	(55)	(3,400)	(3,345)			

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Detailed Income & Expenditure by Budget Heading 31/10/2022

Month No: 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>261 Community Centre</u>							
4085 Structural repairs	0	7,000	7,000	0		0	100.0%
4091 Chamber	698	1,594	1,051	(543)		(543)	151.7%
Community Centre :- Indirect Expenditure	698	8,594	8,051	(543)	0	(543)	106.7%
Net Expenditure	(698)	(8,594)	(8,051)	543			
<u>262 Parks General</u>							
4101 Seats and bins	163	406	1,483	1,077	1,077	0	100.0%
4102 Dog bins	0	0	4,502	4,502	4,350	152	96.6%
4106 Play area maintenance	1,705	1,110	5,266	4,156		4,156	21.1%
4122 Tree works	5,430	5,407	17,000	11,593		11,593	31.8%
4270 Bridges	1,000	2,066	2,066	0		0	100.0%
4275 Play area replacement fund	0	0	5,000	5,000		5,000	0.0%
4276 Tree wardens	0	258	1,035	777		777	25.0%
Parks General :- Indirect Expenditure	8,298	9,247	36,352	27,105	5,427	21,678	40.4%
Net Expenditure	(8,298)	(9,247)	(36,352)	(27,105)			
ENVIRONMENT :- Income	102,868	66,905	117,713	50,808			56.8%
Expenditure	405,508	237,058	539,097	302,039	42,900	259,138	51.9%
Grand Totals:- Income	102,868	66,905	117,713	50,808			56.8%
Expenditure	405,508	237,058	539,097	302,039	42,900	259,138	51.9%
Net Income over Expenditure	(302,640)	(170,153)	(421,384)	(251,231)			
Movement to/(from) Gen Reserve	(302,640)	(170,153)					

Detailed Income & Expenditure by Budget Heading 31/10/2022

Month No: 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>EARMARKED RESERVES</u>							
901 Ear-marked reserves							
9001 Youth Council	0	0	2,015	2,015		2,015	0.0%
9002 Cemetery development	71,073	44,371	56,460	12,089		12,089	78.6%
9003 Legal Costs	0	0	2,000	2,000		2,000	0.0%
9004 Solar panels at Lace Hill	22,047	0	6,379	6,379		6,379	0.0%
9005 Website	0	0	4,000	4,000		4,000	0.0%
9006 Speedwatch	0	0	598	598		598	0.0%
9010 Flood relief fund	0	0	826	826		826	0.0%
9011 War memorial	0	0	500	500		500	0.0%
9012 Christmas lights	0	1,370	2,279	909	180	729	68.0%
9013 Youth projects	0	0	3,000	3,000		3,000	0.0%
9015 Charter fairs	0	330	5,471	5,141		5,141	6.0%
9025 Play area replacement	(15,752)	10,659	64,379	53,720		53,720	16.6%
9027 Green Buckingham	0	0	226	226	29	197	12.8%
9029 Circular Walk	0	0	5,399	5,399		5,399	0.0%
9030 Tourism leaflets	0	0	2,404	2,404		2,404	0.0%
9035 Parks Development	0	14,806	21,405	6,599	2,230	4,369	79.6%
9036 Election costs	5,594	0	0	0		0	0.0%
9040 Park run	0	0	89	89		89	0.0%
9045 Access for All	0	0	251	251		251	0.0%
9048 Buckingham Action Group	1,302	0	0	0		0	0.0%
9049 Neighbourhood Plan	0	0	22,000	22,000		22,000	0.0%
9050 Bridge Repairs	20,509	20,555	40,450	19,895	19,895	(0)	100.0%
9051 Office development / furniture	5,828	4,476	6,172	1,696		1,696	72.5%
9052 Depot equipment	0	0	15,000	15,000		15,000	0.0%
9053 AEDs	0	0	555	555		555	0.0%
9054 Lace Hil repairs & Maintenance	0	0	25,000	25,000		25,000	0.0%
9055 River rinse	0	0	250	250		250	0.0%
9057 Cemetery Lodge repairs	0	4,820	10,000	5,180		5,180	48.2%
9058 Bowls Club Pavillion repairs	0	7,230	8,000	770		770	90.4%
9059 Making good / boundary repairs	0	0	45,000	45,000		45,000	0.0%
9060 River Wardens	1,575	0	0	0		0	0.0%
9061 Covid bounce back events	7,574	0	906	906		906	0.0%
9062 Grants	0	0	2,280	2,280		2,280	0.0%
9063 Twinning	1,639	0	361	361		361	0.0%
9064 Holocaust memorial	1,000	0	0	0		0	0.0%
9065 Purchase cemetery & allotment	0	0	87,000	87,000		87,000	0.0%
9066 Swan Sculpture Project	(1,474)	6,872	1,474	(5,398)		(5,398)	466.2%
9067 Training	0	0	2,000	2,000		2,000	0.0%
9068 Insurance	0	2,195	2,937	742		742	74.7%

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Buckingham Town Council

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Detailed Income & Expenditure by Budget Heading 31/10/2022

Month No: 7

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
9069 Computer Equipment	0	0	1,000	1,000		1,000	0.0%
9070 Rates	0	0	1,706	1,706		1,706	0.0%
9071 Community Service	0	0	2,769	2,769		2,769	0.0%
9072 One Off Events	0	632	1,000	368		368	63.2%
9073 Tourism Events	0	0	700	700		700	0.0%
9074 Accessibility	0	0	2,513	2,513		2,513	0.0%
9075 Recruitment	0	0	1,000	1,000		1,000	0.0%
9076 Ukraine Fund	0	(863)	0	863		863	0.0%
Ear-marked reserves :- Indirect Expenditure	120,914	117,453	457,754	340,301	22,334	317,967	30.5%
Net Expenditure	(120,914)	(117,453)	(457,754)	(340,301)			
EARMARKED RESERVES :- Income	0	0	0	0			0.0%
Expenditure	120,914	117,453	457,754	340,301	22,334	317,967	30.5%
Grand Totals:- Income	0	0	0	0			0.0%
Expenditure	120,914	117,453	457,754	340,301	22,334	317,967	30.5%
Net Income over Expenditure	(120,914)	(117,453)	(457,754)	(340,301)			
Movement to/(from) Gen Reserve	(120,914)	(117,453)					

COST CENTRE	CODE	AMOUNT	EXPLANATION
202	4108	-£739.00	Overspend due to increase price for new signage for new sponsors
205	4036	-£340.00	Change in regulations regarding Red Diesel, means higher than expected machinery fuel costs
248	4602	-£236.00	change of tariff and rising costs (vehicle charging)
251	4602	-£91.00	change of tariff and rising costs
253	4225	-£1,596.00	Cemetery rates, review pending expecting partial refund of charges (PH actioning)
254	4709	-£35.00	electrical works identified not budget for
255	4120	-£4,198.00	Income to come in from Comm Board, on income line 1039 255
4091	261	-£543.00	Structural survey of Community Centre. NHB to be received too

Please note that the EMR report is just highlighted to show which EMR belongs to the Environment Committee's EMR's and not to show an overspend in budget

Buckingham Town Council
Environment Committee
Monday 31st October 2022.

Bourton Park's Green Flag Award Feedback Report

Contact Officer: Nina Stockill, Estates Administrator

1. Recommendations

- 1.1. It is recommended that Members note the update and review the recent feedback received on Bourton Park's unsuccessful bid for a Green Flag Award.
- 1.2. To agree for the office to address the recommendations for each section as laid out within the report received from the Green Flag judges and submit a revised Bourton Park Management Plan to Environment Committee on 19th December 2022.
- 1.3. To note that the results of Bourton Park's 2022 park user survey will be used to inform the annual update of the Management Plan.

2. Background

2.1 The Green Flag Award® Scheme recognises and rewards the best green spaces in the country. Launched in 1996, the benchmark national standard for parks and green spaces in the UK set the high standards against which parks and green spaces are measured.

2.2 As part of the judging exercise, all applications are provided with recommendations which if implemented, would in the opinion of the visiting judge enhance visitor experience to the benefit of the parish and the Town Council alike.

3. Information

3.1 The Greenspaces Team submitted an application for the 2022 Green Flag awards and completed a site visit with judges, the Town Clerk, Estates Manager and (volunteer representative and former Mayor) Ruth Newell.

3.2 Unfortunately, Bourton Park's application was not successful and the Judges' Green Flag Award feedback for Bourton Park is attached.

<https://www.buckingham-tc.gov.uk/wp-content/uploads/2022/08/Bourton-Park-Feedback-2022-for-committee.docx>

3.3 The recommended improvements are derived from the evidence submitted as part of the written application ([Management Plan](#)) as well as the site visit itself.

3.4 At this stage, the purpose of this report is to raise Member awareness to the recommendations made by the visiting Green Flag judges.

3.5 Should Members be minded to reapply for the award, recommendations will require further careful consideration and can be the subject of more detailed work at a future time.

3.6 As part of the process of updating the Bourton Park Management Plan, a park user survey was launched to understand how and what the community values in Bourton Park and what peoples' suggestions were for the future of the Town's popular greenspace. The consultation was designed online and advertised for six weeks through Town Council communications, emails and social media. The consultation objectives were to find out user satisfaction of Bourton Park and to understand park usage.

3.7 A total of 232 responses were received over a six week period. This is an increase of 47% on the last park consultation (2017). A summary of findings from the park user survey will be presented to Environment Committee in December, alongside the revised Management Plan.

Buckingham Town Council
Environment Committee
Monday 31st October 2022

Contact Officer: Lee Phillips, Estates Manager.

Chandos Park street lighting

1. Recommendations

1.1. It is recommended that Members note and discuss the following report.

2. Background

2.1. At the meeting of Environment Committee on the 20th June 2022 the following was agreed:

*"Members **AGREED** that the Estates Manager will complete a short lighting survey in Chandos Park and report back with options to consider"*

2.2 This is being discussed following receipt of correspondence from Buckingham University's Students Union, student had also attended to the public session to voice concern over the perceived lack of street lighting in Chandos Park.

2.2. It was previously noted during the meeting on the 20th June 2022 that the Neighbourhood Policing Team have not supported adding lighting to Chandos Park.

3. Information

3.1. The current lights in Chandos Park are LEDs and directed down onto the path where needed. These were purchased recently and are more energy efficient than the previous lights.

3.2. The lighting system was inspected on the 14th October 2022, during the hours of darkness. Photographs of the light splay are contained within the report.

3.3. The implications of increasing the number of lighting columns or the brightness of the bulbs would be increased light pollution and energy usage.

3.4. The Students Union had asked the Town Council to consider illuminating the play area. The Council does not provide lighting for play areas. This would encourage more people to congregate in the play area at night and possibly cause more ASB issues. If the Council did provide lighting it would need to be sufficient to make it safe to use the play equipment at night time. This would be bright and incur additional cost to maintain. The area is also overlooked by a number of houses and any additional lights would have a substantial impact on the residents. Overall, this would not make the area safer because it would be likely that people would gather in the area much more often in the evenings.

4. Actions

3.1 The Town Council has removed low branches to ensure the lights are working to maximum efficiency.

3.2 The Town Council will continue to work with the local Neighbourhood Policing Team to see if anything else can be done.

3.3 The Town Council encourages the University to report any incidents of anti-social behaviour in the park to the neighbourhood policing team.



Buckingham Town Council
Environment Committee
Monday 31st October 2022.

Brackley Road Cemetery boundary wall

Contact Officer: Lee Phillips, Estates Manager.

1. Recommendations

- 1.1. It is recommended that Members agree in principle to the proposal outlined below and for the Estates Manager to seek quotations from local builders to:
 - 1.1.1. Remove the 84m stretch of brick wall and iron railings as outlined in 3.4
 - 1.1.2. Renovate the western corner column and include repair of the section's indicated brick wall, coping and iron railings.
- 1.2. A tender pack to be produced, with details brought to a further environment committee for discussion.

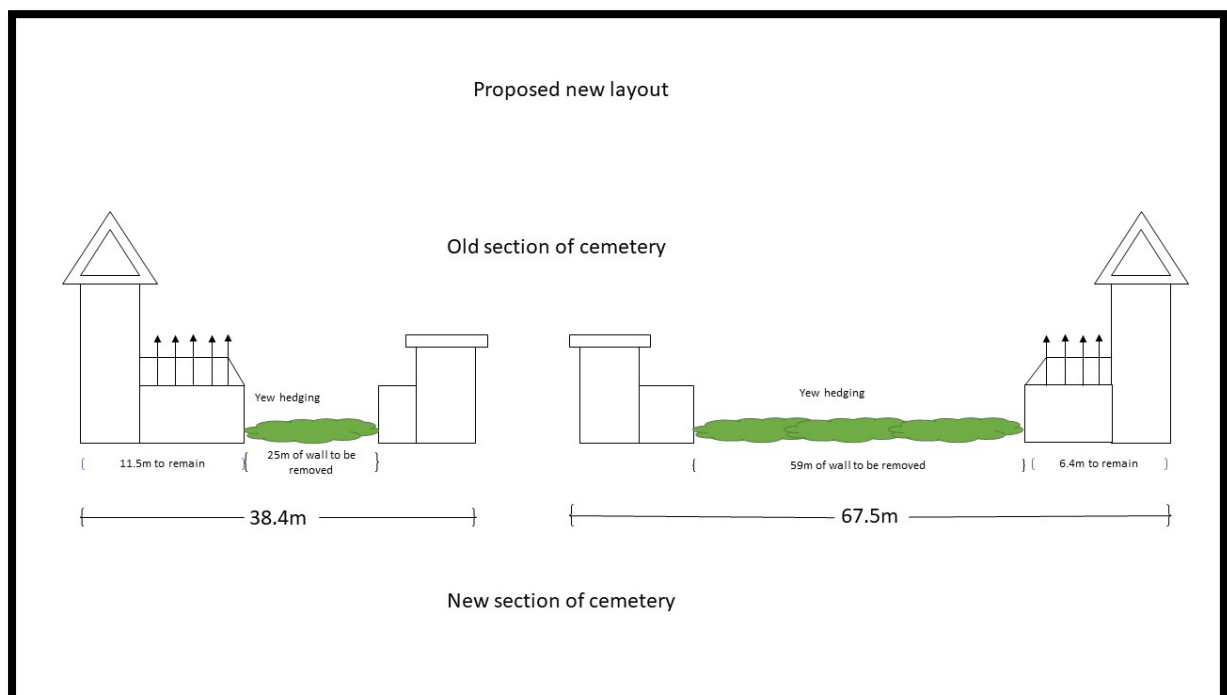
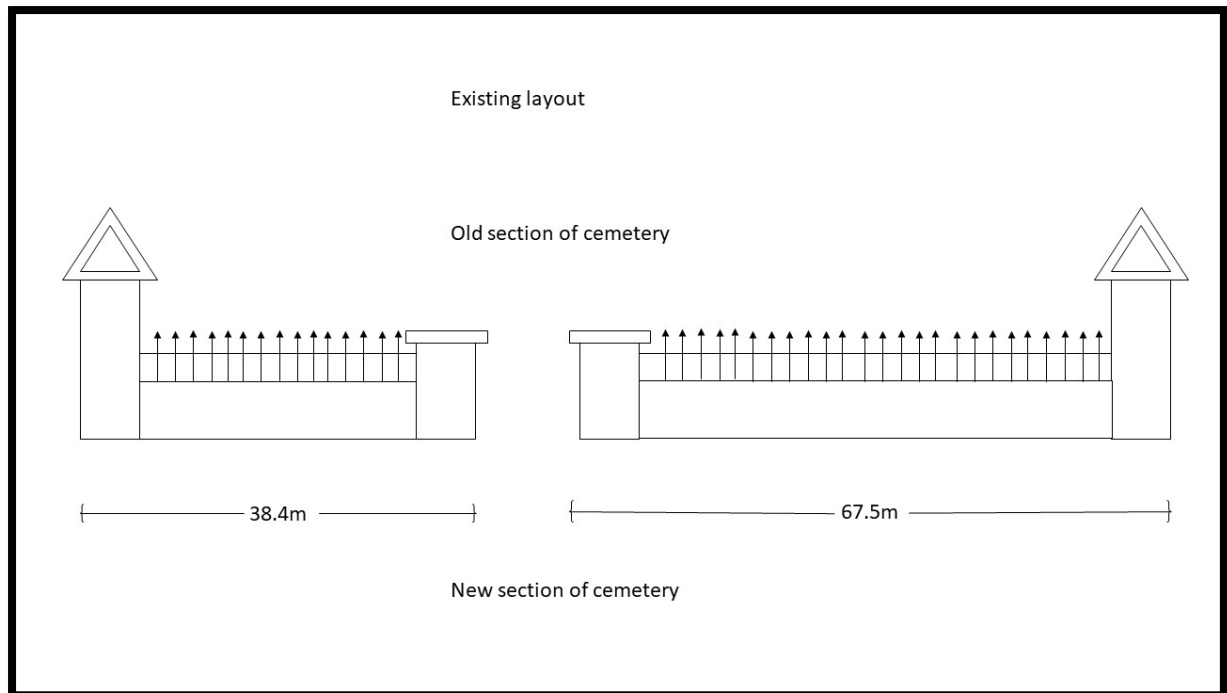
2. Background

- 2.1. This is being discussed because the boundary wall separating old and new sections of the cemetery has reached the end of its useful life and is in a poor state of repair. Large sections of the wall have collapsed and moved due to the mature Scott's Pine tree roots adjacent to the wall.
- 2.2. The tree roots are the reason a full repair of the whole length of the existing wall is not worth considering as this continuing movement will make the repairs unviable.
- 2.3. Large sections of the Iron railings have had to be removed already as they were unsafe and are being stored.
- 2.4. The majority of the repair work will be needed to the western end of the wall and the brick end pillar will need to be taken down, new foundations installed and be re-built.
- 2.5. The wall is a brick construction with stone coping and topped with black iron railings. The majority of the iron posts have corroded and are coming away from the coping.
- 2.6. The wall has two brick gate columns that allow footpath access into the new section of the cemetery.

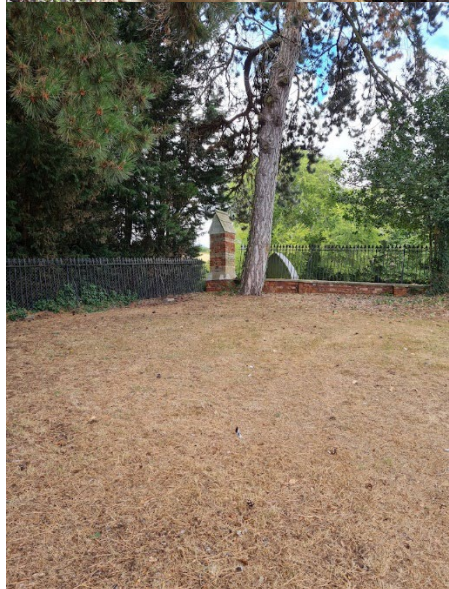
- 2.7. Sections of the wall run close to graves that are regularly attended. There is a risk that sections of wall could crumble onto the grave, posing a hazard to any visitors.
- 2.8. Repairing the entire stretch of wall and iron railing would be a costly endeavour. This stretch of wall no longer serves a purpose, other than a landscape feature within the cemetery. It is recommended that 2 sections of the wall are removed and the area landscaped with a low yew hedge line, to provide an open vista from the front to the back of the cemetery and the fields beyond. The 2 end sections would need to be retained due to the change in levels from one side of the wall to the other and one end has the Garden of rest behind it, this section would remain and is in a good state of repair.
- 2.9. The 2 corner column and gateway pillars would be retained and left as historic landscape features and reminder of the old boundary.
- 2.10. There is a budget allocated for this work in ear marked reserves.

3. Information

- 3.1. There are a number of memorial benches and shelters that back onto the boundary wall, these would need to be temporary relocated, close by, whilst the work take place. In all instances families of the plots and/or memorial benches will be contacted to advise them of the work and timescales.
- 3.2. The Greenspaces Team would be able to plant the yew hedging possibly with assistance from volunteer tree wardens.
- 3.3. Investigations will be made into what materials can be salvaged and sold to put against the cost of the renovations.
- 3.4. Below is a rough draft of the existing and proposed layouts



3.5 Below are recent photographs of the site location and condition of the wall.



3.6 Outline specification of wall renovations:

1 Removal of 2 sections of the existing low wall and railings	
	84 linear meters of wall to remove
a	Salvage railings, coping stones and complete bricks - for re use in retained sections of walls and railings, then sell remaining to reclamation salvagers
b	removal of wall foundations completely
c	any waste brick/mortar material to be tipped on site in agreed location in rear paddock
d	fill excavations from removal of wall foundations with 50/50 topsoil and compost mix in preparation for hedge planting.
2 Repair and make good 2 end sections of existing wall and railings with buttress at end of retained sections	
	11.5m at East end, 6.4m at West end (17.9m in total)
a	replace iron railing retainer/support bars fixed into coping stone with lead
b	re-build end buttress
c	replace any damaged coping stones with reclaimed copings from removed sections of wall
d	any waste brick/mortar material to be tipped on site in agreed location in rear paddock
3 Repair and make good 2 pillars and wall sections for entrance of path into the extension	
	approx 1.7m of wall each side of pillars.
a	re-build buttress at ends
b	replace any damaged coping stones with reclaimed copings from removed sections of wall
4 Corner column at West end of wall	
	dimensions tbc.
a	Dismantle column retaining bricks and stone-work for re-use
b	install new concrete foundation to dimensions oftbc
c	Rebuild column using retained bricks and stone, to match existing columns
d	Tie in wall and railings with existing wall and renovated section
5 Plant Yew Hedge	
	84 lin. Meters of Hedge - 140 plants req. at 60cm spacing - size tbc. - to be carried out in-house.
a	plant single row of Taxus baccata - with tree/shrub fertiliser
b	mulch row of yew trees
c	water
d	top-dress and re-seed any damaged grass areas

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
MONDAY 31st October 2022

Contact Officer: Nina Stockill, Estates Administrator

Quick Litter Pick – project closure

1. Recommendations

1.1 It is recommended that Members note the report.

2. Background

2.1 In March 2021 the Town Council installed Buckingham's first #QuickLitterPick point in Bourton Park. This was following numerous requests from residents and community groups asking how best they could get involved in safely clearing any litter they find while out and about.

2.2 After an initial six months the project was reviewed and the following benefits were noted:

- Reduced amount of littering in Bourton Park, particularly around the 'hot spots'.
- A number of full rubbish bags left for our Greenspaces Team to collect – evidence of completed litter picks.
- Average 2 requests per week asking for the code to the litter pick station.
- The roll of (50) bin bags has been replaced once in the six months.
- Requests from other Parish, Town and Unitary Councils to share information on the initiative

2.3 In December 2021 a second Quick Litter Pick station was commissioned for Chandos Park.

3. Information

3.1 Within the first two weeks of its installation, the Chandos Park station was vandalised and all of equipment has to be replaced. Several weeks later the Bourton Park litter pick station was targeted, resulting in a temporary closure of both units.

3.2 On four separate occasions, since November 2021, the Town Council has had to replace the equipment in both litter pick stations. Replacing all of the litter pickers in each bins costs approximately £50.

3.3 The stations have been reviewed and it is not possible to make the bins more secure and vandal proof.

3.4 Following the last incident of vandalism (September 2022) , where both bins were emptied of equipment. The decision was taken to close the litter pick stations and house any remaining litter pickers at the Council Depot of Town Council offices.

- 3.5 The Town Council now have an agreement with Buckingham Library to house a community litter pick kit. Anyone that would like to access the equipment can call the Town Council in advance or ask at the library reception. Since September 2022, the community litter pick kit had been used by Buckingham Guides and Fuzton school.
- 3.6 Buckingham Town Council's [website](#) contains useful information on our stock of litter pickers and tips on how to run a successful community litter pick.
- 3.7 The office has taken stock of the success and shortcomings of the project and will apply this learning within future initiatives in the parks.

Buckingham Town Council
Environment Committee
Monday 31st October 2022.

Contact Officer: Nina Stockill, Estates Administrator

Railway Walk Conservation Group Coordination

1. Recommendations

1.1 It is recommended that Members note the report and agree to receive £3,000 funding from Heart of Bucks on behalf of the Railway Walk Conservation Volunteers.

2. Background

2.1 At Environment Committee on the 20th June 2022 Members agreed to fund [The Trust of Conservation Volunteers](#) (TCV) to deliver the activities at the cost of £2,100 from budgets 255 4120 and 255 4709.

2.2 The Town Council have been awarded £3,000 to support the work of Buckingham's Railway Walk Conservation Volunteers (RWCV) from [Heart of Bucks Community Foundation](#), a grant-giving registered charity, committed to making a difference to the lives of local people.

2.3 Additionally, the Town Council has been awarded £600 from Waitrose to support the work of the Railway Walk Conservation Group. The funds will be applied to repair of Railway Walk's fencing and wooden footbridge.

2.3 The office have liaised with TCV and created a memorandum of understanding for the purpose of together collaboratively with the objective of coordinating and delivering a suite of conservation activities for Buckingham's Railway Conservation Group and River Wardens between August 2022 and August 2023.

2.4 TCV shares a commitment with the Town Council to deliver eleven sessions with the Railway Walk group, to discuss the groups' needs, management plans, existing volunteers and potential recruits and then plan an ongoing program for conservation activities in 2022/23. Additionally, TCV will scope, plan and deliver three sessions with Buckingham river wardens. TCV have committed to assisting the the group to produce an Awards for All bid to support further capacity building, and redevelopment of the group management committee and activity leaders after the eleven sessions.

2.5 The Town Council support the Railway Walk Conservation Group with an annual insurance policy, storage and maintenance of the group's equipment, activity planning and finance administration.

2.6 A schedule of activities for the year ahead:

Date	Activity
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Nov 5 th 2022	Coppicing and removing rubbish from the ponds
Dec 3 rd 2022	Clearing fallen branches, cutting back overhangs.
Jan 7 th 2023	Wassail event, plus pruning of apples trees at Berties Walk
Feb 4 th 2023	Making bird feeders. Clearing fallen branches
March 4 th 2023	Step repairs
April 1 st 2023	Small mammal survey
May 6 th 2023	To be confirmed
Jun 3 rd 2023	Checking condition of signs, fences etc and cleaning.
Jul 3 rd 2023	Pruning plum trees at Berties Walk

To find out more or to get involved with the project contact k.miskin@tcv.org.uk

Buckingham Town Council
Environment Committee
Monday 31st October 2022.

Contact Officer: Lee Phillips, Estates Manager.

1. Recommendations

- 1.1. It is recommended that members agree to the uplift in the cemetery fees for Brackley Road Cemetery within the table below to come into place on the 1st April 2023.

2. Background

- 2.1 The cemetery fee uplift happens on an annual basis in line with the September RPI % figure.

3. Information

- 3.1 The RPI % figure as of September 2022 is 12.6% This has been added to the previous fees and rounded to the nearest £.
- 3.2 The Cemetery Fee uplifts are implemented every year from the 1st April and are agreed in October so the budgets for the following year can be set.
- 3.3 The table below shows the cemetery fees with uplift to be implemented from the 1st April 2023:

Brackley Road Cemetery fees: 2023/24	Residents 2022/23	Residents fee 2023/24	Non- Residents 2022/23	Non-residents fee 2023/24
Price to purchase a plot: for 99 years:				
Single Plot - single	£495	£557	£990	£1,115
Double - Side by Side	£887	£999	£1,774	£1,998
Childs Plot (under 18) Cost paid by CFF*	£495	£557	£990	£1,115
Cremated Remains	£113	£127	£446	£502
Interment Fees:				
Single Depth - Adult	£387	£436	£774	£872
- Child (under 18) Cost paid by CFF*	£387	£435	£774	£872
Double Depth	£446	£502	£892	£1,005
Re-open an Existing Grave	£387	£435	£774	£872
Digging Fee for Ashes	£113	£128	£226	£254
Memorial Permits:				
New memorial	£113	£126	£226	£254
Additional Inscription	£54	£61	£113	£127
Memorial permit – (Child under 18) Cost paid by CFF*	£113	£126	£226	£254
Miscellaneous:				
Search Fee	£22	£24	£44	£50
Use of Chapel	£59	£67	£118	£133
Duplicate Deed	£22	£25	£44	£50
Transfer Deed	£22	£25	£44	£50
Deed Renewal Fee	£22	£25	£44	£50
Memorial Seating	Price on Request			



Buckingham Town Council Climate Emergency Action Plan

At Full Council on the 15th July 2019 Members AGREED:

"That Buckingham Town Council declares a climate emergency and commits to encourage Buckingham to become carbon neutral. This will help to raise the profile of this vital issue and secure external support and funding. It is also proposed that Buckingham Town Council also signs up to the Covenant of Mayors to track our progress and link with towns around the world who are cutting emissions. Our aim is to make the Town Council carbon neutral by 2030 and encouraging the town's population, organisation and businesses to work with us in that aim."

Local Councils that have declared a climate emergency tend to do so to provide leadership and help educate their communities about both the threat of and solutions to the climate crisis. This should then act to harness "people power" to make that change possible at all levels, especially driving higher levels of government to act and ultimately force them to pull the economic and legislative levers needed to reverse global warming and restore a safe climate.

This action plan sets locally determined actions with measures to deliver the objectives both within the Council and across the town. The actions are measurable with targets that hold the Council to account. This Climate Emergency Action Plan is an over-arching pledge that identifies the following priority areas of change:

Objectives

- a) Energy - to reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat.
- b) Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles.
- c) Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.
- d) Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials and ongoing resources e.g. water
- e) Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.

Buckingham Town Council's Climate Emergency Action Plan

Community Engagement - to engage local people in accelerating their own responses and building resilience to ongoing climate impacts.				
	Action	Measure	Responsibility	Update
1.	Creation of a Climate Emergency webpage to enable discussion, idea sharing and extend public awareness of the issues.	Number of visitors per year	Resources Committee	<p>Feedback from the public meeting is to be added to the website.</p> <p>Creation of a link to the section on the climate emergency on the council's website should be promoted by a permanent banner at the top of the home page and the website pages relating to the environment should be more interactive to encourage more public involvement.</p>
2.	Information can be made available in Buckingham library and on notice boards to maximise public awareness and access to information	Number of contacts made	Resources Committee	Investigate a display for 2022/2023
3.	Encourage practical action by local people through proactive communication campaigns.	Number of visitors per year to webpage	TC&E and Environment Committee	<p>Monthly social media content planning sessions allow for a regular programme of environmental campaigns and initiatives</p> <p>The office has engaged with local schools to discuss our Action Plan and how they can get involved in community climate action. It is suggested that the office contact local schools and ask what additional information/input they would like from the Town Council.</p>



				As a way of generating further engagement, competitions and awards for innovative approaches to tackle the climate emergency should be promoted by the council.
4.	Consultation on the Buckingham Neighbourhood Plan refresh will enable detailed consultation on the proposed changes.		Planning Committee	Consultation to be rolled out 2022/2023
5.	Encourage the formation of Local Climate Action Groups.	One formed	Climate Champions	Due to lack of interest, it is suggested this action is revisited in 2023.
6.	Host a public meeting on the issue.	One per year	Climate Champions	It is suggested that the Town Council host an information stall on climate change at every public event in Buckingham, as deemed appropriate. Feedback from each event is to be reviewed in line with the objectives of the Climate Emergency Action Plan's objectives
Energy - reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat				
	Action	Measure	Responsibility	Updates
7.	Implement an Energy Audit of all Council buildings, operations and vehicles	Actions implemented	Resources Committee	Eco Audit is currently taking place across a number of stages. It is hoped that a final report will be ready for late Summer 2022.



8.	Change BTC energy provider to renewable/ green tariffs	Moved to green tariffs by 2022/23	Environment Committee	Solar Panels installed October 2021 at Lace Hill.
9.	Offset carbon emissions by planting more trees (whenever possible)	One tree planting project per year	Environment Committee	16 th Jan 2022 were 250 trees planted, including 12 x Black Poplars. An additional tree planting was undertaken by the Greenspaces Team at Lace Hill sport pitches on 17/02/2022 including 7 x Silver birch, 3 x Ginkgo and expansion of the hedge line with 125 hornbeam whips. In November 2022 there will be 420 trees planted within hedging at Brackley Road Cemetery and Bourton Park, along with a memorial tree donated by the WI.
10.	Investigate the environmental impact of Town Council events	Publication of Environmental Impact Assessment for each relevant event	Town Centre & Event Committee	Introduced an Environmental Impact Assessment for Town Council led events with over 250 participants/attendees, as part of the existing Events Management Plan.
11.	Minimise the climate impact from development and encourage a low carbon economy through our Neighbourhood Development Plan by: <ul style="list-style-type: none"> • Encourage a sustainable pattern of development supported by a low carbon transport infrastructure • Promote sustainable design in and in the overall town by interrogating every planning application 	% of new builds in the parish to be low carbon properties	Planning Committee	To be considered through consultation on the Buckingham Neighbourhood Plan refresh. Consultation to be rolled out in 2022/2023 Draft design guide prepared which takes account of this.
		% of new builds in the parish to be low carbon properties	Planning Committee	



	(large or small) with our developing set of 'zero carbon planning questions'			
	<ul style="list-style-type: none"> Protecting against the needless destruction and/or removal of tree from our parish 			
12.	Install renewable energy generation on Council owned buildings	Installation of Photovoltaic Panels on all the Lace Hill Centre, The Community Centre and the new cemetery building (once constructed).	Full Council and Resources Committee	Greenway Solar Panels commissioned and installed 55 Trina Solar Vertex S 380W all black split cell mono photovoltaic (solar) panels at the Lace Hill Sports and Community Centre.
Economy, Housing & Waste – to support the local economy to ensure existing and new homes are climate resilient whilst reducing, re using and recycling materials and ongoing resources e.g. water				
	Action	Measure	Responsibility	Update
13.	Provide recycling facilities at all Town Council Events and within Town Council owned buildings.	One mixed recycling bin per event	TC&E /Environment	Recycling bins are now being provided at all Town Council events. In particular, noting the success of recycling Biffa bins at Music in the Market & Bandjam. Recycling in all BTC offices (including Lace Hill Centre's public areas) now implemented.



14.	Work with and support litter picking initiatives around town including the increased promotion of annual River rinse events.	One Town Council event per year in addition to the two annual river rinses.	TC&E Committee	<p>April 2022 - Assisted Lace Hill primary school with advice and the supply of litter pickers for this year's Great Big School Clean.</p> <p>Buckingham Community Board (from the Build Back Better fund) have donated:</p> <p><i>30 x litter pickers and hoops</i> <i>50 x rolls of biodegradable bin bags (these come in boxes of 20)</i> <i>30 x hi-vis</i> <i>30 sets of gloves</i> <i>1 x pop-up storage bins</i></p> <p>All of the equipment will be housed at the Town Council's depot for community use.</p>
14	Investigate possibilities of rainwater harvesting for all new town council buildings and use the water for planters and hanging baskets	One per new build (owned by BTC)	Resources Committee	To be considered within the construction design stage of the new cemetery buildings.
15.	Promote the installation of the water bottle refill station in Chandos Park and the national refill initiative	Number of interactions through Social Media	Environment Committee and Resources Committee	<p>COMPLETE</p> <p><u>Water bottle refill</u> station installed and positively received.</p>
16.	Actions implemented to eliminate the use of single-use plastics within Council offices/buildings.	No purchases of single use plastics	Resources Committee	The Council no longer purchases single use plastic items for events and for use within its offices. This is written within the town Council's Sustainable Purchasing Policy. The plastic-free message was promoted as part of the 'Rubbish Campaign' and launch of the water bottle refill station in Chandos Park. Example: Tetrapack water 'bottles' have been purchased for staff use at this year's Celebrate Buckingham.



17.	Implement waste education and promotional campaigns	Number of interactions through social media and with groups including schools	Resources Committee	2021/22 Local Democracy Week was focussed on Climate Change and the office met with both senior schools to further discuss how they can get involve in Climate Community Action. The Office Apprentice ran a Recycling Mosaics competition with the Buckingham School to create artworks for display in the Tourist Information Centre.
18.	Request a carbon footprint of any Town Council investment and seek to reduce this by switching to investments supporting renewable energy projects and eco-enhancements.	Measure and publish low carbon emission certification	Resources Committee	To be considered within the forthcoming Eco Audit commissioned by Resources.
19.	Buy local, fair-trade, recycled, plastic free, repairable and sustainable products wherever possible/available.	Consideration of a procurement strategy	Resources Committee	Wherever possible sustainable materials will always be sourced from local providers. July 2021: Full Council adopted a <u>Sustainable Purchasing and Procurement Policy</u>
20.	Ask grant applicants to consider the impact on the environment of their project and any steps they can take to mitigate them. Members to consider these responses when allocating grant funds.		Resources Committee	From 2021/21 each applicant must state how their organisation is working to reduce the environmental impact of their project.
Transport – to promote walking, cycling and public transport. Accelerating the move to Council owned electric vehicles.				
	Action	Measure	Responsibility	Updates



21.	Explore more bike parking facilities around the town, including local schools and businesses.	5 more racks by 2021	Planning Committee	All new development housing has either a shed big enough to house a bike, or (for flats) a room for cycle parking, generally at the rate of 1 per flat. Funding for three new bike racks in Bourton Park 2022.
22.	Consider holding an event that promotes cycling around the town	To be considered on a future agenda of TC&E	Town Centre & Events Committee	An electric bike company invited to the Spring Green fair in April 2022 with demo models.
23.	Replace BTC owned vehicles and green spaces equipment with suitable electric models when existing petrol, and diesel vehicles come to the end of their usable life, resulting in full replacement with electric vehicles by 2030.	Replace each vehicle at the appropriate point in its lifecycle.	Environment Committee	Electric vans (total - two Renault Kangoo) leased in Winter 2019 and Summer 2020. Aim for full replacement of all vehicles with electric alternatives by 2030. Once the new cemetery is up and running there are plan to purchase other electric powered machinery, such as ride-on mowers.
24.	Refurbish and promote the town's benches to assist walkers to take short rests. Advertise Buckingham as a 'pedestrian friendly town' on the Council's '<u>Walks and Maps</u>' section of the website.	Replace each bench at the appropriate point in its lifecycle.	Environment Committee	Walking trails regularly promoted via <u>Buxplore</u> along with healthy outdoor activities. Greenspaces team have refurbished or repaired a number of park benches throughout the town and are seeking funding for additional picnic benches in Bourton Park.
25.	Work with Buckinghamshire Council to extend/ improve cycle/ walking network		Full Council	The Greenspaces Team have maintained walking and cycling routes across BTC land holdings and under agreement with others. The Town Council have provided feedback to Buckinghamshire Council to support the introduction of a cycle



				scheme between Gawcott and Buckingham via the Emergency Active Travel fund. The Greenspaces Team are preparing a funding bid for the installation of 3 bike racks in Bourton Park.
26.	Work with Buckinghamshire Council on increasing EV charge points on public land		Full Council	Initial contact has been made with electric vehicle Induction charging company (Char.gy) to identify potential solutions. Chandos Road -street parking is being considered for a pilot project. Buckinghamshire Council have agreed to install 8 charging points in Cornwall's Meadow and Western Avenue.
Food & Land - to promote sustainable land management, including tree planting to help absorb carbon & water.				
	Action	Measure	Responsibility	Updates
27.	Finalise Flood Plans with local partners	Number of contacts established	Environment & Resources Committee	Meetings have been held between Buckinghamshire Council and the Town Council to discuss how to ensure a coordinated response to future flood plans. Flooding advice has been added to the town council website. All properties at risk will be written to each year with details of the Council's plan and sources of support.
28.	Advise residents on steps to increase resilience	Increased number of residents signed up to the Flood Warden Scheme	Environment & Resources Committee	
29.	Promote the community flood warden scheme	Increased number of residents signed up to the Flood Warden Scheme	Environment & Resources Committee	



30.	Protect and enhance native species and habitats. Promoting and supporting opportunities for environmental enhancement and regeneration	One environmental campaign per year	Environment Committee	<p>Installation of <u>wildflower boards in Bourton Park</u> to promote the planting of native wildflower species (April 2021). Thousands of native <u>Woodland bulbs</u> were planted around Bourton Park in September 2020. For 2022 the popular wild flower, meadow in Bourton Park will be reseeded with native flowering wildflowers.</p> <p>Within the Autumn 2022, additional bulb planting will be planned for sections of Lace Hill, the Holocaust Memorial and Otters Brook Play Area.</p> <p>Three new bird boxes are installed in Bourton Park by volunteer, Michael Hunt. Providing nesting sites for small birds and an additional six to be installed at Railway Walk in 2023.</p>
31.	Support local food production including the provision of more allotments for people to grow their own food.	Number of allotment holders at the new Tingewick Road Allotment site	Full Council	The Town Council continues to signpost new applicants to the Allotment society and <u>Edible Woodland</u> and is working with Buckinghamshire Council on potential sites for community gardening sites in 2022.
32.	Seek adequate garden space or community spaces for growing food in all future development.	One community space per new development	Full Council and Planning Committee	To be reviewed within the refresh of the NDP
33.	Purchase (where possible) locally produced and fair-trade food for the Council's use and civic events.	All BTC events	Town Centre & Events Committee	Incorporated within planning for all Town Council events. Referencing the town Council's Sustainable Procurement Strategy
34.	Review of grass verges and hedges to identify areas to be trimmed less and later in the year to support more wildflowers and insects	To be considered within Greenspaces Strategy and	Environment Committee	The grass cutting plan is reviewed annually by Environment Committee in March. The paddocks and sections of the bypass are cut later in the year to support and promote biodiversity.



		Management Plan for Parks		There will be three large sections of the Bypass planted with wildflower seed, the rotavated sections are now visible along the bypass.
35.	Each year allocate a section of land to be planted with wildflowers.	One per year	Environment Committee	A new section of <u>wildflowers was planted</u> in 2020 in Bourton Park, on the car park side of the river. Plans are in place to 're-wild' sections of verge along the bypass with wildflowers and grasses during 2022. The Town Council has planted the equivalent of 16 tennis courts of wildflowers since 2017. Wildflowers were distributed at Spring Green Fair – April 2022.
36.	Plan a new eco-friendlier cemetery to include planting more trees and wildflowers.	Measure and publish plans and low carbon emission certification	Environment Committee	Proceeding with the tender process for the first phase of the planning and design of the new cemetery. To enable this a sustainable design approach is to be taken in all aspects of the new cemetery. In particular; to reduce energy demand, improve energy efficiency and convert to renewable, low or zero carbon technologies for energy and heat as well as recycling materials and ongoing resources e.g. water.
37.	Work with the Tree Wardens, in promotion of the Tree Charter.	5 new Tree Wardens signed up per year.	Environment Committee	Tree Wardens are regularly contact by the Planning Clerk for input into Tree Applications and several Wardens took part in January's tree planting event in Heartlands Park.
38.	Look to legally protect the future of the riverside parks in Buckingham, including Chandos Park, Bourton Park and Heartlands as parkland.	Future agenda of Environment Committee 2019/20	Planning Committee and Environment Committee	To be reviewed following resolution of devolution discussions.