



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr P. Hodson

INTERIM
FULL COUNCIL

Wednesday, 22 June 2022

Councillor,

You are summoned to an Interim meeting of the Full Council of Buckingham Town Council to be held on Monday 27th June 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/UC89BUTwVpjAOEIdSIfcZC9Q/>

Paul Hodson

Mr P. Hodson
Town Clerk

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. Support for Ukrainian refugees

To receive and note Terms of Reference.

To receive and discuss a report from the Communications Clerk.

[Appendix A](#)
[IM/33/22](#)

4. Land for sale

To receive and discuss a report from the Town Clerk (to follow).

To note that the following plot of land has been advertised "for sale" by auction and consider whether the Council wishes to bid to purchase the site:



Twinned with Mouvaux, France; Neukirchen-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.

Land and Roadways on The South Side Of Stratford Road, Buckingham,
Buckinghamshire, MK18 7HX

Site area approximately 91,459 sq m

Guide Price £5,000

[IM/34/22](#)

5. Chair's announcements

6. Date of next meetings:

Full Council: Monday 18th July 2022

Interim Council: Monday 19th September 2022

To:

All Councillors

Terms of Reference for the Buckingham Support for Ukraine Fund Panel

1. Purpose of the Panel

The purpose of the Buckingham Support for Ukraine Panel is to consider applications made to the Buckingham Support for Ukraine Fund. The Fund is comprised of money donated via community initiatives C25Kers 4 Ukraine in Buckingham and from Molly's Community Café in Steeple Claydon although other donations will be accepted.

2. Purpose of the Funding

Both fundraising campaigns invited donations on the basis that any funds raised would be used to support Ukrainian refugees now living in the Buckingham and Villages area.

Funds will be spent for this purpose. The Buckingham and Villages area has been defined using the Community Board boundaries as:

- Akeley
- Barton Hartshorn
- Biddlesden
- Buckingham
- Calvert Green
- Charndon
- Chetwode
- East Claydon
- Foscott
- Gawcott with Lenborough
- Hillesden
- Hogshaw
- Leckhampstead
- Lillingstone Dayrell with Luffield Abbey
- Lillingstone Lovell
- Maids Moreton
- Middle Claydon
- Preston Bissett
- Radclive-cum-Chackmore
- Shalstone
- Steeple Claydon
- Stowe
- Thornborough
- Thornton
- Tingewick
- Turweston
- Twyford
- Water Stratford
- Westbury

3. Membership

- Heidi Young (Chair, Buckingham Support for Ukraine)
- Ruslana Lazarenko (Ukrainian refugee)
- Cllr. Margaret Gateley (Mayor – or deputy Mayor in their absence)
- Prof. Harin Sellahewa (suitably qualified independent person)
- Paul Hodson (Town Clerk or Deputy Town Clerk in their absence) - administrative support.

4. Confidentiality

The Panel considers grants to individuals. The meetings are therefore confidential, and the meeting notes remain confidential. The meeting minutes and all information stored relating to the Panel's work will be stored by the Town Council solely for the purposes of enabling the Panel's work. Any requests to view the minutes or other related information will be dealt with under the Town Council's Publications Scheme and in accordance with the Freedom of Information Act 2000.

5. Code of Conduct and Interests

All members of the Panel are required to make disclosures of public interest and observe the Code of Conduct adopted by Buckingham Town Council.

6. Quorum and Voting

The quorum is three members of the Panel present and voting. Voting will be by show of hands. Meetings may be held virtually or physically.

7. Frequency of Meetings

The Panel will meet as required.

Financial Requirements

Meetings held and decisions made will be under the Town Council's Financial Regulations. Funds received will be held in the Town Council's bank account under a specific ring-fenced ear-marked reserve. Payments will be issued by the Town Council on the instruction of the Panel.

8. Assessment of Applications

The Panel will consider applications in accordance with the Fund's purpose. Where appropriate, a Panel member will speak with an applicant to clarify the nature and size of a request. This may either be to clarify information before confirming an award agreed by the Panel in principle, or to gather information prior to a Panel meeting.

Applications can also be taken from individuals or groups intending to run an activity to support Ukrainian Refugees. Applications of this kind would require supporting information including an activity plan, insurance and risk assessment.

Buckingham Town Council

Interim Full Council

Monday 2022

Contact Officer: Louise Stubbs, Communications Clerk

Panel to distribute funds raised for Ukrainian Refugees

1. Recommendations

It is **RECOMENDED** that members agree:

- 1.1. The Council will hold community funds raised for the support of Ukrainian refugees now living in Buckingham & Villages under an earmarked reserve for this purpose.
- 1.2. The Council provide administrative support for the formation of a panel, as outlined in section 3 and 4 of this report, to distribute funds raised to support refugees.

2. Background

Two groups, C25Kers 4 Ukraine in Buckingham and from Molly's Community Café in Steeple Claydon, have been raising money to support Ukrainian refugees now living in the Buckingham & Villages area through the Buckingham Support for Ukraine group. The majority of the refugees are currently living within Buckingham. The Buckingham Support for Ukraine group is very new, and although working extremely well, doesn't have an existing bank account that they could use to distribute the funds. After a unanimous vote at their meeting on 1st June 2022, they have asked the Town Council to help them distribute the funding, using the same panel approach used after the December 2020 flooding.

It is **RECOMMENDED** that the Council will hold community funds raised for the support of Ukrainian refugees now living in Buckingham & Villages under an earmarked reserve for this purpose.

3. Formation of a panel

- 3.1. Members of the Buckingham Support for Ukraine group agreed that the panel should have five members. It is **RECOMMENDED** that the Council provide administrative support for the formation of a panel, whose members should comprise the five people named below, to distribute funds raised to support refugees.

- 3.1.1 A suitably qualified independent person: Professor Harin Sellahewa, Dean of Faculty of Computing, Law and Psychology at the The University of Buckingham has offered to take this role.

"After learning about the local 'Buckingham Support for Ukraine', I would like to contribute to the efforts in ways I could. As a Sri Lankan, I have some understanding of the impact of wars as well as natural disasters

on the civilian population, and would like to assist the local group to help refugees. I am a founding member of University of Buckingham Supporting Overseas Schooling (UBSOS) initiative that started after the Boxing Day tsunami in South East Asia. Over the past 15 or so years, UBSOS have funded small scale projects in several countries and I've been a member of the panel that reviewed project proposals."

- 3.1.2 The Chair of the Buckingham Supports Ukraine Committee: Heidi Young
- 3.1.3 A refugee from Ukraine who will not be making a claim themselves. Ruslana Lazarenko has agreed to take this role. Ruslana has previous experience of English and Ukrainian translation and does not feel that they will need to apply to the fund in the future.
- 3.1.4 The Mayor of Buckingham
- 3.1.5 The Town Clerk of Buckingham

4. Distribution of Funds

- 4.1. The attached Terms of Reference for Buckingham Support for Ukraine Panel explain the terms of the group.
- 4.2. The panel will initially distribute funds raised by the public for Ukrainian refugees living locally. To apply the applicant will be asked to fill in a short form (in Ukrainian or English). The panel will meet a maximum of once a week, online, to discuss and decide whether to award funding to each applicant.