



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Claire Molyneux

ENVIRONMENT
COMMITTEE

Wednesday, 15 February 2023

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 20th February 2023 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. Minutes

To receive the minutes of the Environment Committee meetings held on 19th December 2022.
[Copy previously circulated](#)

4. Action report

To receive the report and note the updated information.

[Appendix A](#)

5. Budgets

To receive the latest figures.
To note next year's budget as agreed by Precept.

[Appendix B](#)
[Appendix C](#)



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.

6. Buckingham climate café

To receive a verbal update from the Estates Manager

7. Benches in public places

To receive and agree a new policy.

[Appendix D](#)

8. Brackley Road cemetery

8.1 Cemetery Handbook Update

To receive a report regarding the [updated Cemetery handbook](#).

[E/148/22](#)

8.2 Memorial testing update

To receive a verbal update.

9. Vandalism cost for the year

To receive a report from the Estates Manager.

[E/149/22](#)

10. Climate Emergency Action Plan

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

[Appendix E](#)

11. Updates from representatives on outside bodies

To receive verbal updates from Councillors.

12. New Cemetery update

To receive a verbal update from the Estates Manager.

13. News releases

14. Chair's announcements

15. Date of next meeting: Monday 17th April 2023.

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. Ralph

Cllr. A. Schaefer

Cllr. R. Stuchbury

Cllr. R. Willett

Chair

Vice-Chair

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.

16. Rent review for Chandos Bowls Club and Tennis Club

To receive a report from the Estates Manager.

[E/150/22](#)

[Appendix F](#)

17. Request for oversize Memorial

To receive a request for an over-sized memorial at Brackley Road Cemetery.

[E/151/22](#)

[Appendix G](#)

18. Tingewick Road Green Spaces updates

To receive a verbal update from the Estates Manager.

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/ options discussed as part of NHP	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;1078/2 0	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		Verbal update on agenda
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.	For the Spring
5	Environment	771/20 & 1088/20	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	Verbal update on agenda
6	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.	Awaiting update from Buckingham Soc
7	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
8	Environment	679/21	Community Centre Survey	Presented to committee. Actions in progress	Estates Manager	Appropriate contractor being sought	Compliance and Projects manager has taken over this project
9	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		Mar-23

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
10	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 - To be chased by Town Clerk	Ongoing
11	Environment	387	Tingewick Road Green spaces	Cllr. Shaefer Proposed that she and the Town Clerk will meet to discuss writing to Barratts Management Committee and seeking the view of Buckinghamshire Council. Cllr. Stuchbury Seconded. Members AGREED unanimously.	Town Clerk & Cllr. Shaefer	Discussed during agenda setting meeting	Verbal update on agenda
12	Environment	510	Buckingham Community Flood Plan	Cllr. Stuchbury said that he was surprised to see that the water diversion idea was omitted from the Section 19 report. The Town Clerk will email the officer and request further information/clarification.	Town Clerk	Email sent	

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Buckingham Town Council

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Detailed Income & Expenditure by Budget Heading 01/02/2023

Month No: 11

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Explanation
<u>ENVIRONMENT</u>								
<u>201 Environment</u>								
3995 NI Environment	16,956	17,083	17,139	56		56	99.7%	Salaries were budgeted at 3.5% and not the flat £1975 awarded.
3996 Pensions ERS Environment	49,786	45,700	47,391	1,691		1,691	96.4%	
4004 Salaries environment	203,890	187,436	201,836	14,400		14,400	92.9%	
4068 Community Service	0	4,000	11,006	7,006		7,006	36.3%	
4112 Environment Equipment	5,131	6,339	9,688	3,349	564	2,785	71.3%	
4168 Defibrillators	405	219	518	299		299	42.2%	
<u>202 Roundabouts</u>								
1051 Roundabout no. 1	2,219	2,288	2,288	0			100.0%	New sponsors required new signage, prices have increased
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%	
4108 Roundabout	0	2,105	1,366	(739)		(739)	154.1%	
<u>203 Maintenance</u>								
4082 Allotments	2,030	2,101	2,101	0		0	100.0%	
<u>204 Devolved services expenses</u>								
1017 Devolved services income	20,381	20,992	20,964	(28)			100.1%	
4124 Devolved services	4,010	5,615	7,500	1,885		1,885	74.9%	
<u>205 Grounds maintenance</u>								
4033 Waste disposal	4,739	3,410	3,000	(410)		(410)	113.7%	Further bin required, increase in prices since budget set Unexpected mower repairs required, price increase, underbudgeted Fuel price increase
4035 Machinery	3,047	1,682	2,500	818	2,235	(1,417)	156.7%	
4036 Fuel (Mower)	860	1,837	1,200	(637)		(637)	153.1%	
4037 Sundries	2,022	1,001	2,606	1,605	88	1,517	41.8%	
4063 Vehicle hire and running costs	10,772	12,233	16,884	4,651		4,651	72.5%	
<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	710	840	130		130	84.5%	
4602 Electricity	842	1,407	1,000	(407)		(407)	140.7%	Price increases
4603 Water	398	318	850	532		532	37.4%	
1085 Shopmobility income	90	294	40	(254)			735.0%	
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	8,708	9,600	892		892	90.7%	
4709 MAINTENANCE	871	564	539	(25)		(25)	104.6%	Electrical checks carried out, price increases
<u>250 Lace Hill</u>								
1026 Lace Hill Community Centre	38,097	30,857	45,929	15,072			67.2%	
1027 Solar income	0	0	2,000	2,000			0.0%	
4050 Lace Hill playing fields	2,999	0	500	500		500	0.0%	
4118 Solar panels	0	0	362	362		362	0.0%	
4158 Lace Hill gas	2,915	2,883	4,202	1,319		1,319	68.6%	
4159 Lace Hill electricity	4,206	2,994	1,500	(1,494)		(1,494)	199.6%	Price increases as discussed.
4160 Lace Hill water	340	349	300	(49)		(49)	116.5%	Price increases as discussed.
4161 Lace Hill repairs & Maintenance	4,295	3,646	3,707	61	238	(177)	104.8%	Price increases for cleaning supplies and supplies in general
4162 Lace Hill contractor charge	3,392	5,821	6,800	979		979	85.6%	
4163 Lace Hill alarm	495	0	0	0		0	0.0%	
4164 Lace Hill equipment	2,528	354	3,717	3,363		3,363	9.5%	
4225 Rates	9,731	9,731	10,072	342		342	96.6%	
<u>251 Chandos Park</u>								
1030 Bowls income	572	592	592	0			100.0%	
1035 TENNIS COURT RENT	651	674	674	0			100.0%	
4601 Repairs & maintenance fund	965	2,590	3,570	980		980	72.5%	
4602 Electricity	852	1,098	539	(559)		(559)	203.7%	Price increases
4603 Water	1,180	1,427	1,346	(81)		(81)	106.0%	Price increases
4606 Bowls Club Maintenance	0	1,285	2,000	715	863	(148)	107.4%	Unexpected repairs to emergency lighting/sensors
<u>252 Bourton Park</u>								
4601 Repairs & maintenance fund	6,777	7,094	7,839	745	60	685	91.3%	
<u>253 Cemeteries</u>								
1041 Burial fees	24,285	19,384	24,000	4,616			80.8%	
4225 Rates	469	539	500	(39)		(39)	107.8%	Refund of £1136.87 received, under budgeted

4265	New cemetery maintenance	7,885	0	3,500	3,500		3,500	0.0%	
4601	Repairs & maintenance fund	3,028	1,639	4,198	2,559	2,841	(281)	106.7%	Chapel Survey required, under budgeted, price increases
4602	Electricity	148	473	250	(223)		(223)	189.1%	Price Increases
4617	Memorial testing	0	0	2,156	2,156	550	1,606	25.5%	
4619	New cemetery repayments	0	20,683	58,647	37,964		37,964	35.3%	
4620	Expenses for burial duties	4,626	4,366	5,175	809		809	84.4%	
<u>254 Chandos Park Toilets</u>									
4612	Contractor charge	9,579	8,769	10,736	1,967		1,967	81.7%	
4709	MAINTENANCE	1,332	1,112	1,077	(35)		(35)	103.2%	general maintenance required and general price increases
<u>255 Railway Walk & Castle Hill</u>									
1039	Community Funding H.O.B.	0	3,000	0	(3,000)			0.0%	Funding received
1040	Donations Received	0	600	0	(600)			0.0%	Funding received
4120	Friends of Groups	402	175	1,077	902	5,100	(4,198)	489.8%	Funding to be received as above
4709	MAINTENANCE	0	236	1,035	799		799	22.8%	
<u>256 Storage Premises</u>									
4066	Grenville Garage Rent	599	548	722	174		174	75.9%	
1061	Cemetery Lodge rental income	9,976	6,902	11,350	4,448			60.8%	
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%	
<u>260 CCTV</u>									
4100	CCTV maintenance	1,748	1,006	3,400	2,394		2,394	29.6%	
<u>261 Community Centre</u>									
4085	Structural repairs	0	7,567	7,000	(567)	1,460	(2,027)	129.0%	Roof repairs over bin store required, not budgeted for
4091	Chamber	698	1,594	1,051	(543)		(543)	151.7%	Chamber works, to be reclaimed from New Home Bonus Fund
<u>262 Parks General</u>									
4101	Seats and bins	163	1,483	1,483	0		0	100.0%	
4102	Dog bins	0	0	4,502	4,502	4,350	152	96.6%	
4106	Play area maintenance	1,705	1,812	5,266	3,454	1,681	1,773	66.3%	
4122	Tree works	5,430	5,432	17,000	11,568	20	11,548	32.1%	
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%	
ENVIRONMENT :- Income		102,868	92,457	117,713	25,256			78.5%	
Expenditure		405,508	410,280	539,097	128,817	20,055	108,762	79.8%	

Grand Totals:- Income	102,868	92,457	117,713	25,256			78.5%
Expenditure	405,508	410,280	539,097	128,817	20,055	108,762	79.8%
Net Income over Expenditure	(302,640)	(317,823)	(421,384)	(103,561)			
Movement to/(from) Gen Reserve	(302,640)	(317,823)					

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Detailed Income & Expenditure by Budget Heading 01/02/2023

Month No: 11

Environment Only

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
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EARMARKED RESERVES


9002 Cemetery development	71,073	45,491	56,460	10,969		10,969	80.6%
9004 Solar panels at Lace Hill	22,047	0	6,379	6,379		6,379	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%
9025 Play area replacement	(15,752)	15,726	64,379	48,653		48,653	24.4%
9027 Green Buckingham	0	35	226	191		191	15.4%
9029 Circular Walk	0	0	5,399	5,399		5,399	0.0%
9035 Parks Development	0	15,986	21,405	5,419	2,230	3,189	85.1%
9040 Park run	0	0	89	89		89	0.0%
9050 Bridge Repairs	20,509	27,187	40,450	13,263	13,263	(0)	100.0%
9052 Depot equipment	0	0	15,000	15,000	5,773	9,227	38.5%
9053 AEDs	0	0	555	555		555	0.0%
9054 Lace Hill repairs & Maintenance	0	0	25,000	25,000		25,000	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%
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%
9071 Community Service	0	0	2,769	2,769		2,769	0.0%

Environment Committee Budget 2023 - 2024

Budget Code	Cost Centre	Name	Description	Budgeted Expenditure 2022 - 2023	Predicted Expenditure 2022 - 2023	Budgeted Income 2022 - 2023	Predicted income 2022 - 2023	Recommended budgeted expenditure 2023 - 2024	Recommended budgeted income 2023 - 2024	Reason
201	3995	NI Environment		£ 17,139	£ 20,418			£ 20,582		Estimate only, subject to national pay negotiations and Government budget
201	3996	Pensions ERS Environment		£ 47,391	£ 55,521			£ 57,963		Estimate only, subject to national pay negotiations. Staff auto-enrolled
201	4004	Salaries environment		£ 201,836	£ 225,199			£ 230,926		Estimate only, subject to national pay negotiations
201	4068	Community Service	Community Payback scheme	£ 11,006	£ 4,000			£ -		Agreed to end scheme
201	4112	Environment Equipment	General Environment equipment and sundries	£ 9,688	£ 9,688			£ 10,260		Predicted 5.9% Increase
201	4168	Defibrillators	Service and maintenance of AED's	£ 518	£ 518			£ 518		Can be held
202	1051	Roundabout 1 Sponsorship	Sponsor agreement			£ 2,288	£ 2,288		£ 2,576	increase of 12.6% (RPI) as per the sponsorship agreements (from budgeted income)
202	1052	Roundabout 2 Sponsorship	Sponsor agreement			£ 1,219	£ 1,219		£ 1,373	increase of 12.6% (RPI) as per the sponsorship agreements
202	1053	Roundabout 3 Sponsorship	Sponsor agreement			£ 2,002	£ 333		£ 2,254	increase of 12.6% (RPI) as per the sponsorship agreements
202	1054	Roundabout 4 Sponsorship	Sponsor agreement			£ 2,551	£ 2,551		£ 2,872	increase of 12.6% (RPI) as per the sponsorship agreements
202	1056	Roundabout 6 Sponsorship	Sponsor agreement			£ 2,718	£ 1,386		£ 3,060	increase of 12.6% (RPI) as per the sponsorship agreements
202	1057	Roundabout 7 Sponsorship	Sponsor agreement			£ 1,386	£ 1,386		£ 1,561	increase of 12.6% (RPI) as per the sponsorship agreements
202	4108	Roundabout Expenditure	New and replacement signage	£ 1,366	£ 2,105			£ 2,110		Three new sponsors this year and potential for three more next year
203	4082	Allotments	Fundig for Bourton Road Allotments	£ 2,101	£ 2,101			£ 2,101		Can be held
204	1017	Devolved services income	Buckinghamshire Highways devolved services agreement			£ 20,964	£ 20,992		£ 20,992	No movement on any increase from Buckinghamshire Council
204	4124	Devolved services expenses	Social enterprise grass cutting	£ 7,500	£ 5,600			£ -		Agreed to end scheme
205	4033	Waste disposal	Waste collection for parks and buildings	£ 3,000	£ 5,100			£ 5,610		Increased recycling and increased rubbish collection
205	4035	Machinery	Servicing and replacment Grounds equipment	£ 2,500	£ 2,500			£ 2,650		Predicted 5.9% increase
205	4036	Fuel (Mower)	Fuel for mowers and grounds maintenace equipment	£ 1,200	£ 1,900			£ 2,300		Red diesel no longer available and increase in price
205	4037	Sundries	Grounds maintenance sundries	£ 2,606	£ 2,606			£ 2,750		Predicted 5.9% increase
205	4063	Vehicle hire and running costs	Fuel, servicing and repairs of 3 vehicles	£ 16,884	£ 12,500			£ 7,000		No vehicle hire this year, just running costs for three vehicles and fuel for two vehicles. Some of running cost has gone to electric bill. 10% due to fuel costs
248	4013	Depot Equipment purchase	Equipment and sundries for depot	£ 4,070	£ 4,070			£ 4,070		Electrical work and Welfare to come
248	4055	Depot Alarm	Service and upkeep of alarm system	£ 431	£ 431			£ 500		Slight increase
248	4225	Depot Rates	Business rates	£ 4,412	£ 4,142			£ 4,556		Will rise with Septembers CPI - 10.1%
248	4601	Depot Repairs & maintenance fund	repairs and maintenace of the depot	£ 840	£ 840			£ 900		
248	4602	Depot Electricity	2 electricity supplies 1 for building and one for EV charging	£ 1,000	£ 2,000			£ 2,000		Inceased standing charges, electricity costs and additional EV charging. Fixed until Sept 2025
248	4603	Depot Water	Water supply	£ 850	£ 500			£ 550		Previously overbudgeted
249	1085	Shopmobility income	Hire of scooters			£ 40	£ 200		£ 200	Likely to be held
249	4602	Shopmobility Electricity	electric supply	£ 518	£ 518			£ 600		Predicted increase
249	4603	Shopmobility Water	water supply	£ 518	£ 518			£ 600		Predicted Increase
249	4608	Shopmobility expenditure	service of scooters etc.	£ 1,077	£ 1,077			£ 1,250		Predicted 5.9% increase
249	4612	Contractor charge	Toilet cleaning and maintenance	£ 9,600	£ 9,600			£ 10,560		10% predicted
249	4709	Maintenance	Shop mob and toilets	£ 539	£ 565			£ 600		Slight overspend - Predicted increase
250	1026	Lace Hill Community Centre Income	Hall's and pitch hire			£ 45,929	£ 39,000		£ 40,250	This was unrealistically budgeted and the target will not be met. Uplift at 5.9%
250	1027	Solar income	export of un-used electricity			£ 2,000	£ -		£ -	Eon will not even engage in order to change the meter. However only offering around 3p per unit so best case wouldn't make half of what has been budgeted.
250	4050	Lace Hill playing fields	pitch maintenance	£ 500	£ 500			£ 550		Realistic increase
250	4118	Solar panels	panel and system maintenace	£ 362	£ 362			£ 380		Service costs
250	4158	Lace Hill gas	gas supply for heating and hot water	£ 4,202	£ 4,202			£ 4,202		Fixed prices until July 2025
250	4159	Lace Hill electricity	electricity supply	£ 1,500	£ 6,384			£ 7,660		Massively underbudgeted and increased costs. Solar panels have decreased chargeable usage by 2/3rds. However 20% uplift realistic.
250	4160	Lace Hill water	water supply	£ 300	£ 350			£ 385		10% predicted
250	4161	Lace Hill repairs & Maintenance	repairs and maintenance for building	£ 3,707	£ 3,707			£ 3,707		Frozen for this year
250	4162	Lace Hill contractor charge	Planned maintenance costs	£ 6,800	£ 6,800			£ 7,200		Alarm and other servicing costs
250	4163	Lace Hill alarm	maintenance of alarm system	£ -	£ -			£ -	£ -	Move into 4162
250	4164	Lace Hill equipment	supply of equipment and sundries	£ 3,717	£ 3,717			£ 3,000		Planned reduction in costs
250	4225	LH Rates	Business rates	£ 10,072	£ 9,731			£ 10,704		Will rise with Septembers CPI - 10.1%
251	1030	Bowls Club Lease income	Lease agreement			£ 592	£ 592		£ 627	At 5.9 - Subject to rent review
251	1035	Tennis Club Lease income	Lease agreement			£ 674	£ 674		£ 714	At 5.9 - Subject to rent review

Environment Committee Budget 2023 - 2024

Budget Code	Cost Centre	Name	Description	Budgeted Expenditure 2022 - 2023	Predicted Expenditure 2022 - 2023	Budgeted Income 2022 - 2023	Predicted income 2022 - 2023	Recommended budgeted expenditure 2023 - 2024	Recommended budgeted income 2023 - 2024	Reason
251	4601	Repairs & maintenance fund	Chandos Park maintenance	£ 3,570	£ 3,570			£ 3,780		Predicted at 5.9
251	4602	Electricity	Chandos Park toilets electric supply	£ 539	£ 1,600			£ 1,600		Massively underbudgeted for this year. Now fixed until 2025
251	4603	Water	water supply	£ 1,346	£ 2,000			£ 2,120		5.9% increase however this cost is being investigated and will be clarified.
251	4606	Bowls Club Maintenance	bulding maintenance	£ 2,000	£ 2,469			£ 2,120		5.9% on the budgeted as the overspend is due to one of electrical upgrade This is considerably higher than the current rent
252	4601	Bourton Park repairs & maintenance fund	Park maintenace	£ 7,839	£ 7,839			£ 8,300		Predicted 5.9%
253	1041	Burial fees	Cemetery fees income			£ 24,000	£ 24,000		£ 27,050	Uplift of RPI (12.6%).
253	4225	Rates	Business rates	£ 500	£ 959			£ 1,056		Rebate issued but still higher than expected. To be further investigated
253	4265	New cemetery maintenance	New Cemetery maintenance	£ 3,500	£ 3,500			£ 3,500		Planned fencing works as soon as land purchased. To be held.
253	4601	Repairs & maintenance fund	Current Cemetery maintenance	£ 4,198	£ 4,198			£ 4,445		New burial equipment needed - increase by 5.9
253	4602	Electricity	Cemetery electricity supply	£ 250	£ 800			£ 960		20% increase predicted. Contract too small to move supplier.
253	4617	Memorial testing	Testing and repairs of memorials	£ 2,156	£ 2,156			£ 2,156		Costs held
253	4619	Cemeteries Development	Cemeteries Development	£ 58,647	£ 22,000			£ 69,647		Current budgeted cemetery preparation costing - was used to pay for new truck.
253	4620	Expenses for burial duties	Burial costs	£ 5,175	£ 5,175			£ 5,510		6.5% rise as costs such as digger hire expected to rise more than 5.9%
254	4612	Chandos Toilets Contractor charge	Cleaning and maintenace	£ 10,736	£ 10,736			£ 11,810		10% contractor increase predicted.
254	4709	Chandos Toilets Maintenance	Building and toilets maintenace	£ 1,077	£ 1,077			£ 1,185		10% increase - as was reduced last year incorrectly
255	1039	COMMUNITY FUNDING	Temporary budget line for funding income			£ -	£ 3,600	£ -	£ -	Heart of Bucks and Waitrose funding (to be spent) will not be repeated.
255	4120	Friends of Groups	Includes insurance	£ 1,077	£ 1,077			£ 1,140		Predicted 5.9% Increase
255	4709	MAINTENANCE	Railway Walk and Castle Hill	£ 1,035	£ 1,035			£ 1,096		Predicted 5.9% Increase
256	4066	Grenville garage rent	Storage of signage and cones etc.	£ 722	£ 722			£ 765		Predicted 5.9%
258	1061	Cemetery Lodge rental income	Rent with management fee taken off			£ 11,350	£ 8,335		£ 11,747	3.5% predicted at this time, but a rent review is ongoing. Some maintenance costs included
258	4034	Cem Lodge PWLB repayments inc. interest	PWLB repayments	£ 4,072	£ 4,702			£ 4,702		Typo on last year's budget. Correct figure is £4702 (and will remain the same)
258	4609	Cemetery Lodge maintenance	Building maintanace cost	£ 3,105	£ 3,105			£ 3,105		Can be held as lots of work work done this year - Some costs have come from 258/1061
260	4100	CCTV maintenance	Mobile unit and fixed cctv data and maintenace costs	£ 3,400	£ 2,500			£ 2,500		Can be reduced.
261	4085	Community Centre Structural repairs	Building maintenace costs	£ 7,000	£ 12,000			£ 15,000		Dependent on fire survey and structural surveys. Overspend predicted if fire engineer report agreed.
261	4091	Chamber	Chamber maintenace costs	£ 1,051	£ 1,051			£ 1,051		Can be held
262	4101	Seats and bins	Repacment and maintenace cost for BTC dog and litter bins around town	£ 1,483	£ 1,550			£ 1,605		Overspend due to need to replace additional Dog bin
262	4102	Dog bins	Bin emptying contract	£ 4,502	£ 4,502			£ 4,660		Predicted increase 5.9%
262	4106	Play area maintenance	Maintenance of all play areas	£ 5,266	£ 5,266			£ 5,450		Predicted increase 5.9%
262	4122	Tree works	Tree works budget for all BTC areas	£ 17,000	£ 17,000			£ 17,600		Predicted increase 5.9%
262	4270	Bridges	Bourton Park Bridge repairs	£ 2,066	£ 2,066			£ 45,000		Budget for cost of removing Bridge 2. Estimate only
262	4275	Play area replacement fund	Play area replacement budget to be put into reserve fund	£ 5,000	£ 5,000			£ 5,000		Budget straight to to EMR
262	4276	Tree wardens	To fund tree warden activities	£ 1,035	£ 1,035			£ 1,100		Predicted 5.9% increase
TOTALS				£ 539,097	£ 540,459	£ 117,713	£ 106,556	£ 636,707	£ 115,276	
Budget 2022				£ 421,384						
Predicted actual spend 2022				£ 433,903						
ACTUAL OVERSPEND				-£ 12,519	-£ 0					
Budget 2023								£ 521,431		
BUDGET increase								£ 100,047		
Budget to budget percentage increase								23.74%	Actual increase	20.17%

	<p>Buckingham Town Council</p> <p>Sponsorship of Commemorative Benches Policy</p>	<p>Date Agreed: Minute Number: Prepared by: Nina Stockill Version: 1</p>
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1. Introduction

Memorial seats displaying a commemorative plaque may be sponsored by families, charities, businesses or any other organisations wishing to celebrate the life of a loved one or a special occasion. The Town Council is mindful that the areas where these commemorative benches can be placed are enjoyed by a wide range of people and so need to ensure that the service is managed and regulated for the benefit of all.

The term 'commemorative bench' also applies to 'memorial bench'.

This policy is separate to the Cemetery Memorial Bench Policy and does not relate to any memorial benches requested to be installed at the Brackley Road cemetery.

2. Background and Objectives

2.1 The Council seeks to use a clear, measurable and sympathetic approach to the management of its assets in open spaces around Buckingham, taking into account of the sometimes-contrasting needs of a variety of facility users.

2.2. The policy will ensure that commemorative benches are erected which have a common appearance, style and size and will not cause offence to others and will establish responsibility for maintenance, repair and replacement.

3. Service and Conditions

3.1 Buckingham Town Council offers a sponsorship service for a bench on Town Council owned land to display a commemorative plaque.

3.2 The placing and maintenance of commemorative benches of Council land is undertaken by the Town Council's Greenspaces Team.

3.3 All requests for commemorative benches should be emailed to the Town Council's Estates Team on: Estates@buckingham-tc.gov.uk or Greenspaces@buckingham-tc.gov.uk

3.4 Benches and plaques provided will be of the type and colour specified by the Estates Team to be in keeping with the intended location. Bespoke and 'unique' designs will not be considered.

3.5 Applicants can request a specific location, details of the parks under the Town Council's land ownership can be found here: [Parks And Green Spaces | Buckingham Town Council \(buckingham-tc.gov.uk\)](http://Parks And Green Spaces | Buckingham Town Council (buckingham-tc.gov.uk))

3.6 The exact location of the bench will be determined by the Council, dependant on need and availability. Whilst the Council will try to locate a bench at a requested site, due to the

popularity of some locations, this cannot be guaranteed. Also, the Council will limit the number of commemorative benches in particular areas so that they shall not detract from the prime purpose of the open space.

3.7 Benches are ordered from the Town Council's supplier(s) and applicants are requested to pay in full after the bench has been installed.

3.8 Applicants will be sent a proof of the bench and commemorative plaque for approval before any orders are placed with the supplier. The lead time for ordering, delivery and installation can vary and an application can take up to 6 months to process.

3.9 It is expected that any commemorative bench will have a serviceable life of 15 years. This 15 year period is calculated from the date of installation.

4.0 All assets on Town Council land are regularly inspected by the Greenspaces Team. Any benches that found to be in a poor state of repair will be reported to the sponsor to ascertain whether:

4.0.1. The sponsor requires removal and the return of any plaque/bench to the sponsor.

4.0.2. The sponsor can reapply for a new seat and plaque in the same location, or families may wish to pay for a further period of sponsorship for the plaque only, if the bench is still in an acceptable condition.

4.1 Should contact details not be available and a memorial bench is deemed to be unrepairable and unsafe for use, then any plaques will be from removed benches and retained by the Council for a year, for the sponsor to collect.

4.2 Should a bench or plinth become unsafe or damaged through general wear and tear, the Town Council will arrange for repair.

4.3 Under no circumstances will any installation of a bench by a third party be permitted. If it is found that a bench has been installed by anyone other than the Council, the bench will be removed without notice and without guarantee of safe return

4.4 No additional mementoes e.g. banners, vases, statues, flowers, wreaths, balloons or other ornamentation etc., shall be permitted on or around the bench. If found, these will be removed without prior notice. The bench should be accessible to be sat on at all times.

BUCKINGHAM TOWN COUNCIL
BRACKLEY ROAD CEMETERY HANDBOOK
ENVIRONMENT COMMITTEE

20th February 2023

Contact Officer: Mrs Nina Stockill, Admin

Recommendation:

It is **RECOMMENDED** that members agree the following amendments to the Brackley Road Cemetery Handbook.

Suggested amendments:

Section no.	Addition or Change	Reason/details/Notes
4.2	Where space permits, immediately adjacent Cremation Plots will be available for the cremated remains of two or more people.	Removed as unclear/unnecessary
4.2	Added - "including the base"	Amended for clarity
4.5	Added - "to ensure there are no interments planned"	Amended for clarity
5.2	Free standing stone vases are permitted but must be located within the planted area in front of the headstone, or to the rear of a cremation tablet. They should measure no more than 23cm x 23cm or (9 x 9 inches) for headstones, or 16cm x 16cm or (6 x 6 inches) for cremation plots. A maximum of two free standing vases are permitted – please bear in mind that these will take up the majority of the planted area.	Amended for clarity
3	GOR2 and 3 - 1 ashes interment per plot	Amended for clarity
2.8	Make clear we don't look after memorial benches or replace once comes to end of life	Amended for clarity
Appendix B	https://www.ataloss.org/	Added to appendix
5.4	Added "items left on graves at own risk"	Amended for clarity
3.1	Clarity on the burial of pets at the cemetery	Amended for clarity

Buckingham Town Council
Environment Committee
Monday 20th February 2023

Contact Officer: Lee Phillips, Estates Manager

Cost of vandalism

1. Recommendations

1.1 That members note the increase in vandalism across the town and the impact that this is having on the Town Council in terms of maintenance time and costs.

2. Background

2.1 Predicting the annual cost of vandalism and associated anti-social behaviour is difficult since it fluctuates so much, year on year. The figures for 2022/23, so far, record 17 incidents of vandalism costing in total, over £6,000 for replacement or repair of damaged items. Ten of these incidents occurred in play and sports areas, two in bus shelters and a further one at the Council Chamber.

2.2 The cost of the vandalism means that budget and staff time allocated to improving the parks are now being spent on repairs and measures to protect what we have, rather than making the environment better for everyone. Over half of this cost is the Greenspaces team time carrying out repairs but also included office time looking at CCTV and reporting to the police. The materials that need replacing are the noticeboard Perspex as they are having to be cleaned of paint so many times it is now scratched and misted up and for 2 bus stops.

2.3 Chandos Park toilets have been targeted nine times, with the toilet roll holder being torn off the wall and repeated incidents of graffiti. The facility's design helps to reduce the impact and cost associated with vandalism to some extent, but repairing and replacing damaged equipment still takes money and attention away from other areas where it could be usefully spent.

2.4 Graffiti has been spreading across the town, initially appearing on the park's noticeboard and play equipment but more town centre locations are being targeted. The Town Council's Greenspaces Team have spent over 75 hours tackling the increasing number of graffiti tags across the town. Hotspots where regular graffiti tags have been spotted include children's play areas in Bourton and Chandos Park, public toilets and town centre facilities. The Council ensure all incidents are reported and work closely with the police to try and identify those involved and stop the issue from getting worse.

2.5 Thames Valley Police are (where available) provided with CCTV footage from Town Council cameras. Previous reports of criminal damage have resulted in young offenders receiving home visit from TVP Officers and letters of apology being sent to the Town Council.

2.5 The Town Council's Greenspaces Team operate a policy of regular inspections and are quick to repair, replace or remove any damaged equipment, but the repeated destruction is disheartening to the community and to those who work hard to ensuring the parks and town centre are a safe and cared for environment. The Town Council reports all incidents of theft or damage to Thames Valley Police and works closely with the Neighbourhood Team, following up on any reports that may lead to an arrest or reparation.



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	Displays at Spring Green fair April 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 in house 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 Green spaces Team at Lace Hill sport pitches on 17/02/2022 including 7 x Silver birch, 3 x Gingko 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: <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	COMPLETE <u>Water bottle refill</u> station installed and positively received.
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's Local Democracy Week was focus 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>Buexplore</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



				<p>scheme between Gawcott and Buckingham via the Emergency Active Travel fund.</p> <p>The Greenspaces Team are preparing a bid to the community board for the installation of 3 bike rack in Bourton Park.</p>
26.	Work with Buckinghamshire Council on increasing EV charge points on public land		Full Council	<p>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 piolet project.</p> <p>Buckinghamshire Council have agreed to install 8 charging points in Cornwall's Meadow and Western Avenue.</p>
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	<p>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.</p>
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	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. Within the Autumn 2022, additional bulb planting will be planned for sections of Lace Hill, the Holocaust Memorial and Otters Brook Play Area. Three new bird boxes are installed in Bourton Park by volunteer, Michael hunt. Providing nesting sites for small birds.
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 Management Plan for Parks	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. 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 2023. The Town Council has planted the equivalent of 16 tennis courts of wildflowers since 2017. <u>Wildflowers were distributed at Spring Green Fair – April 2023.</u>
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 2022 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.