



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, VERNEY CLOSE,
BUCKINGHAM. MK18 1JP

Telephone/Fax: (01280) 816 426

Email: office@buckingham-tc.gov.uk
www.buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

ENVIRONMENT
COMMITTEE

Wednesday, 12 April 2023

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 17th April 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 meeting held on 20th February 2023 and received at Full Council on 20th March 2023. [Copy previously circulated](#)

4. Action Report

To receive the report and note the updated information.

[Appendix A](#)

5. Budgets

To receive the latest figures.

[Appendix B](#)



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. Railway Walk and Conservation Co-ordinator**
To receive a report from the Estates Administrator. [E/183/22](#)
- 7. Tiny forest update**
To receive a report from the Estates Administrator. [E/184/22](#)
- 8. New Cemetery and allotments proposal**
To receive a verbal update from the Town Clerk.
- 9. Climate Emergency Action Plan**
To receive and discuss updates to the Climate Emergency Action Plan. [Appendix C](#)
- 10. Updates from representatives on outside bodies**
To receive verbal updates from Councillors.
- 11. News releases**
- 12. Chair's announcements**
- 13. Date of next meeting:** Monday 12th June 2023.

To Committee members:

Cllr. R. Ahmed		Cllr. A. Ralph	
Cllr. F. Davies		Cllr. A. Schaefer	Chair
Cllr. Mrs. M. Gateley	Town Mayor	Cllr. R. Stuchbury	
Cllr. S. Hetherington		Cllr. R. Willett	Vice-Chair
Cllr. Mrs. L. O'Donoghue			

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.

- 14. Tingewick Road Green Spaces update**
To receive a verbal update from the Town Clerk.
- 15. Brackley Road Cemetery footpath repairs**
To receive a verbal update from the Estates Manager.
- 16. CCTV funding**
To receive a report from the Estates Manager. [E/185/22](#)
- 17. Buckingham Community Centre**
17.1. To receive a report from the Compliance and Projects Manager. [E/186/22](#)
Members to note the following Buckingham Community Centre documents:
17.2. Lease. [Appendix D](#)
17.3. Constitution. [Appendix E](#)
17.4. Survey. [Attached](#)

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 BNHP	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		Sep-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	Revised plans have been delayed. Awaiting market tested costings.	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. The architect has resigned. This project will need to be restarted.	Ongoing
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	In negotiation	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	Compliance and Projects manager has taken over this project	On agenda
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	social media campaign and advertised to try and attract co-ordinators	On agenda

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	Chased by Town Clerk, awaits reply	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	610/22	Action report	Proposed by Cllr. Stuchbury that the lease, survey, and constitution of the Community Centre be brought to the next meeting. Seconded by Cllr. Davies. Members AGREED unanimously.	Town Clerk		On agenda
15	Environment	615/22	Vandalism cost	Cllr. Stuchbury Proposed that the CCTV policy is reviewed and the possibility of applying for external funding for further cameras. Cllr. O'Donoghue Seconded. Members unanimously AGREED .	Town Clerk		On agenda
16	Environment	632/22	Rent review Chandos Bowls Club and Tennis Club	Cllr. Gateley Proposed, Cllr. Willett Seconded and Members unanimously AGREED .	Estates Manager	Meetings with both clubs being arranged.	Ongoing

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Explanation
<u>ENVIRONMENT</u>							
<u>201 Environment</u>							
1095 Community Board Estates Income	7,499	0	(7,499)			0.0%	
3995 NI Environment	19,999	17,139	(2,860)		(2,860)	116.7%	Predicted over spend
3996 Pensions ERS Environment	53,873	47,391	(6,482)		(6,482)	113.7%	Predicted over spend
4004 Salaries Environment	222,284	201,836	(20,448)		(20,448)	110.1%	Predicted over spend
4068 Community Service	4,000	11,006	7,006		7,006	36.3%	
4112 Environment Equipment	7,803	9,688	1,885		1,885	80.5%	
4168 Defibrillators	219	518	299		299	42.2%	
<u>202 Roundabouts</u>							
1051 Roundabout no. 1	2,263	2,288	26			98.9%	
1052 Roundabout no. 2	1,219	1,219	0			100.0%	
1053 Roundabout no. 3	333	2,002	1,669			16.6%	
1054 Roundabout no. 4	2,551	2,551	0			100.0%	
1056 Roundabout no. 6	1,386	2,718	1,332			51.0%	
1057 Roundabout no. 7	1,386	1,386	0			100.0%	
4108 Roundabout	2,105	1,366	(739)		(739)	154.1%	New sponsors required new signage, increase in cost
<u>203 Maintenance</u>							
4082 Allotments	2,101	2,101	0		0	100.0%	
<u>204 Devolved services expenses</u>							
1017 Devolved services income	20,992	20,964	(28)			100.1%	
4124 Devolved services	5,615	7,500	1,885		1,885	74.9%	
<u>205 Grounds maintenance</u>							
4033 Waste disposal	4,375	3,000	(1,375)		(1,375)	145.8%	Further bin required, increase in prices since budget set
4035 Machinery	3,578	2,500	(1,078)		(1,078)	143.1%	Unexpected mower repairs required, price increase
4036 Fuel (Mower)	2,007	1,200	(807)		(807)	167.3%	Fuel price increases
4037 Sundries	1,257	2,606	1,349		1,349	48.2%	
4063 Vehicle hire and running costs	13,351	16,884	3,533		3,533	79.1%	
<u>248 Depot</u>							
4013 Equipment purchase	4,070	4,070	0		0	100.0%	

4055	Repairs & maintenance fund	130	431	301	301	30.2%	
4225	Rates	4,142	4,412	270	270	93.9%	
4601	Repairs & maintenance fund	955	840	(115)	(115)	113.7%	Price increases, general overspend necessary work required
4602	Electricity	1,558	1,000	(558)	(558)	155.8%	Price increases
4603	Water	482	850	368	368	56.7%	
<u>249 C Meadow toilets & Shopmobility</u>							
1085	Shopmobility income	463	40	(423)		1157.5%	
4602	Electricity	0	518	518	518	0.0%	
4603	Water	0	518	518	518	0.0%	
4608	Shopmobility	187	1,077	890	890	17.4%	
4612	Contractor charge	11,321	9,600	(1,721)	(1,721)	117.9%	Underbudgeted and includes a cost from last financial year
4709	MAINTENANCE	564	539	(25)	(25)	104.6%	Electrical checks carried out, price increases
<u>250 Lace Hill</u>							
1026	Lace Hill Community Centre	35,005	45,929	10,924		76.2%	
1027	Solar income	0	2,000	2,000		0.0%	
4050	Lace Hill playing fields	0	500	500	500	0.0%	
4118	Solar panels	0	362	362	362	0.0%	
4158	Lace Hill gas	4,262	4,202	(60)	(60)	101.4%	Price increases
4159	Lace Hill electricity	1,716	1,500	(216)	(216)	114.4%	Price increases
4160	Lace Hill water	501	300	(201)	(201)	167.0%	Price increases
4161	Lace Hill repairs & Maintenance	6,687	3,707	(2,980)	(2,980)	180.4%	Prices increases, more maintenance required than anticipated
4162	Lace Hill contractor charge	6,130	6,800	670	670	90.1%	
4164	Lace Hill equipment	524	3,717	3,193	3,193	14.1%	
4225	Rates	9,731	10,072	342	342	96.6%	
1030	Bowls income	592	592	0		100.0%	
1035	TENNIS COURT RENT	674	674	0		100.0%	
4601	Repairs & maintenance fund	2,590	3,570	980	980	72.5%	
4602	Electricity	1,198	539	(659)	(659)	222.3%	Price increases
4603	Water	1,985	1,346	(639)	(639)	147.5%	Price increases
4606	Bowls Club Maintenance	2,145	2,000	(145)	(145)	107.3%	Unexpected repairs to emergency lighting
<u>252 Bourton Park</u>							
4601	Repairs & maintenance fund	7,198	7,839	641	641	91.8%	
<u>253 Cemeteries</u>							
1041	Burial fees	21,569	24,000	2,431		89.9%	
4225	Rates	539	500	(39)	(39)	107.8%	Refund of £1136.87 received, underbudgeted
4265	New cemetery maintenance	0	3,500	3,500	3,500	0.0%	
4601	Repairs & maintenance fund	2,566	4,198	1,632	1,632	61.1%	
4602	Electricity	473	250	(223)	(223)	189.1%	Price increases
4617	Memorial testing	550	2,156	1,606	1,606	25.5%	

4619	New cemetery repayments	20,683	58,647	37,964	37,964	35.3%
4620	Expenses for burial duties	5,121	5,175	54	54	99.0%

Appendix B

251 Chandos Park toilets

4612	Contractor charge	11,382	10,736	(646)	(646)	106.0%
4709	MAINTENANCE	1,112	1,077	(35)	(35)	103.2%

Underbudgeted and includes a cost from last financial year
General maintenance required, price increases

255 Railway Walk & Castle Hill

1039	Community Funding H.O.B.	3,000	0	(3,000)		0.0%
1040	Donations Received	600	0	(600)		0.0%
4120	Friends of Groups	5,075	1,077	(3,998)	(3,998)	471.2%
4709	MAINTENANCE	236	1,035	799	799	22.8%

Funding received
Funding received
Funding received as above to cover part cost

256 Storage Premises

4066	Grenville garage rent	648	722	74	74	89.7%
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258 Cemetery Lodge

1061	Cemetery Lodge rental income	8,636	11,350	2,714		76.1%
4034	PWLB repayments inc. interest	4,702	4,072	(630)	(630)	115.5%
4609	Cemetery Lodge maintenance	104	3,105	3,001	3,001	3.3%

figure transposed on precept report (agreed by Council)

260 CCTV

1097	Grants Received	2,000	0	(2,000)		0.0%
4100	CCTV maintenance	1,006	3,400	2,394	2,394	29.6%

2023/2024 Funding received TVP, to be carried forward

261 Community Centre

1078	New Homes Bonus	652	0	(652)		0.0%
4085	Structural repairs	9,127	7,000	(2,127)	(2,127)	130.4%
4091	Chamber	1,691	1,051	(640)	(640)	160.9%

Funding received for chamber works (below)
Roof repairs over bin store, not budgeted for.
chamber works, reclaimed from New Home Bonus (above)

262 Parks General

4101	Seats and bins	1,483	1,483	0	0	100.0%
4102	Dog bins	3,812	4,502	690	4,350	181.3%
4106	Play area maintenance	1,980	5,266	3,286	1,516	66.4%
4122	Tree works	5,432	17,000	11,568	10,600	94.3%
4270	Bridges	2,066	2,066	0	0	100.0%
4275	Play area replacement fund	0	5,000	5,000	5,000	0.0%
4276	Tree wardens	258	1,035	777	777	25.0%

Committed expenditure is cost from 2021/22 not charged by BC

Grand Totals:- Income	110,819	117,713	6,894			94.1%
Expenditure	490,687	539,097	48,410	16,466	31,944	94.1%
Net Income over Expenditure	(379,868)	(421,384)	(41,516)			

Detailed Income & Expenditure by Budget Heading 31/03/2023

Month No: 12

Committee Report

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

901 Ear-marked reserves

9002 Cemetery development	45,491	56,460	10,969		10,969	80.6%
9004 Solar panels at Lace Hill	0	6,379	6,379		6,379	0.0%
9006 Speed watch	0	598	598		598	0.0%
9010 Flood relief fund	0	826	826		826	0.0%
9011 War memorial	0	500	500		500	0.0%
9025 Play area replacement	15,726	64,379	48,653		48,653	24.4%
9027 Green Buckingham	35	226	191		191	15.4%
9029 Circular Walk	0	5,399	5,399		5,399	0.0%
9035 Parks Development	15,986	21,405	5,419	2,230	3,189	85.1%
9040 Park run	0	89	89		89	0.0%
9050 Bridge Repairs	27,187	40,450	13,263	13,263	(0)	100.0%
9052 Depot equipment	3,365	15,000	11,635	3,975	7,660	48.9%
9053 AEDs	0	555	555		555	0.0%
9054 Lace Hill repairs & Maintenance	0	25,000	25,000		25,000	0.0%
9057 Cemetery Lodge repairs	4,820	10,000	5,180		5,180	48.2%
9058 Bowls Club Pavilion repairs	7,230	8,000	770		770	90.4%
9059 Making good / boundary repairs	0	45,000	45,000		45,000	0.0%
9065 Purchase cemetery & allotment	0	87,000	87,000		87,000	0.0%
9071 Community Service	0	2,769	2,769		2,769	0.0%

Grand Totals:- Income	0	0	0	0.0%		
Expenditure	135,602	458,605	323,003	19,468	303,535	33.8%
Net Income over Expenditure	(135,602)	(458,605)	(323,003)			

Buckingham Town Council**Environment Committee****Monday 17th April 2023**

Contact Officer: Nina Stockill, Estates Administrator

Railway Walk Conservation Group Coordination**1. Recommendations**

- 1.1 It is recommended that Members note the current situation with the Railway Walk Conservation Group and agree for the volunteer vacancies to be strongly advertised during King Charles III's Big Help Out on May 6th, 2023.
- 1.2 It is recommended that if the Railway Walk Conservation Group cannot form a management committee, the group would be formally dissolved on the 31st August 2023 and the work bought back in house.

2. Background

2.1. In 2022 the Town Council were awarded a one year grant from The Heart of Bucks Community Foundation to employ [The Trust of Conservation Volunteers](#) (TCV) to coordinate the Buckingham's Railway Walk Conservation Volunteers (RWCV). The TCV were tasked with forming a management committee of volunteers in order that the RWCV would become a viable organisation.

2.2. The Town Council are not eligible to apply for a second year of funding on behalf of RWCV and no volunteers have come forward to help run the group.

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

2.4. TCV have raised the need to become a constituted group with the Railway Walk Group at every session and the office have promoted volunteer opportunities via our social media network. There are a number of experienced volunteers who know exactly how to carry out the work, but as yet, none who are willing to take on the specific responsibility of coordinating future activity and forming a committee.

2.5. It is recommended that the coordinator vacancies will be the focus of considerable publicity during the Big Help Out Weekend with a view to persuading volunteers to come forward as coordinators. If this is unsuccessful then it is recommended that the group is dissolved (although members will be asked if they wish to stay on the Town Council Contact list to help at specific events such as tree planting).

2.6. There is not sufficient resource within the Town Council to coordinate activity sessions for the RWCV Group. Without volunteer coordinators the most efficient option is for the Green Spaces Team to take over the maintenance and the Group to be dissolved.

2.7. TCV were paid £5,100 to coordinate fifteen volunteer sessions between August 2022 and August 2023. It had been expected that by the end of this period, under the guidance of TCV, a fully constituted organisation would have been formed. This longevity would have been good value for money. However, this has not happened and without any prospect of the RWCV becoming a constituted volunteer organisation, it is not recommended to engage TCV again.

2.8. In addition to the above, the Town Council support the Railway Walk Conservation Group by paying for an annual insurance policy, publicity, funding coordination, storage and maintenance of the group's equipment, activity planning and finance administration.

2.9. There are no staff available to coordinate at weekends and neither the Green Spaces Manager or Administrator have any capacity to take on more administration of the RWCV.

3. Information

3.1. The funding for all RWCV activities will expire in August 2023 and without a constituted group in place there will not be scope to apply for any additional funding from outside sources.

3.2. The Town Council would still appeal for volunteers for annual tree events, bulb planting, litter picking and signpost to Earth Watch's Tree Keeper role within Bourton Park's Tiny Forest.

3.3. The Town Council would continue to feed into the Buckingham Community Wildlife Partnership with any updates on the town's greenspaces.

Buckingham Town Council
Environment Committee
Monday 17th April 2023

Contact Officer: Nina Stockill, Estates Admin

Bourton Park, Tiny Forest

1. Recommendations

1.1 It is recommended Members note the report.

2. Background

2.1 At Environment committee on the 19th December 2022 Members AGREED(507/22.3) in principle, to participate in the Tiny Forest project, subject to due diligence.

2.2 A plot of 180m² was identified within Bourton Park's middle paddock, connecting with an existing wooded area, formally known as the AVDC wildlife conservation area. Buckingham Town Council have entered into a land agreement that guarantees, as far as possible, to leave the Tiny Forest in place for 10 years for the purpose of citizen science monitoring.



2.3 Earth Watch will undertake all of the consultation, recruitment of volunteers, site preparation, planting and publicity. Over the coming years, Earthwatch will collect data and assess the benefit of the Tiny Forest. Alongside the help of the local community, they will use this site to monitor carbon absorption, flood mitigation, thermal comfort, and biodiversity, as well as measure environmental and social benefits gained.

2.4 The Tiny Forest Planting Day took place on Friday 17th March, in Bourton Park. Over 25 volunteers were joined by Mayor Cllr. Margaret Gately, Earthwatch Europe and Buckinghamshire Council to transform a plot the size of a small tennis court in

Bourton Park. Around 600 native saplings from English Oak and Silver Birch to Hazel, Hawthorn and Goat Willow were planted in the fast growing and dense forest. The space was finished off with a dense layer of mulch, an information board and two rustic wooden benches.

2.6 Earth watch have recruited several Tree Keeper Team residents and Buckingham's existing Tree Wardens to become the champions of the Tiny Forest. The Tree Keepers will assist Earth watch in citizen science monitoring lead by Earth watch to keep volunteers engaged with the Tiny Forest.

2.7 Tiny forests are based on an established forest management method developed in the 1970s by Japanese botanist Dr Akira Miyawaki. Earth watch is conducting a UK-wide research study to help understand how these super tiny woods have the potential to be super powerful.

3. Budget Costs

3.1 The forest at Bourton Park, was funded entirely through the Local Authority Treescapes Fund secured by Buckinghamshire Council, is the second Tiny Forest in Buckinghamshire after Princes Risborough's Forest, which was planted in February this year.

4. Environmental Impact

4.1 One of the objectives identified within the Bourton Park's Improvement Plan is 'To encourage, develop and enhance community involvement in the park' and the ethos of the Tiny Forest project would address the action to 'involve communities in annual trees planting events'.

4.2 The Tiny Forest projects is designed to reconnect people with nature, learning about its value and the challenges facing us all, through citizen science projects. They engage communities to plant, monitor and maintain each Tiny Forest, collecting environmental and social data to assess the benefits they provide over time between each forest.





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	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.
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 Annual Town Meeting and Spring Green Fair 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.</p> <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.</p>

4.	Consultation on the Buckingham Neighbourhood Plan refresh will enable detailed consultation on the proposed changes.		Planning Committee	Consultation rolled out 2022/2023
5.	Encourage the formation of Local Climate Action Groups.	One formed	Climate Champions	A Community Climate café will host it's first meeting on 22 nd April 2023 @ 10am in Buckingham Library. (2) Climate Cafe Buckingham (Earth Day Celebration) Facebook
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 An 'Eco Matters' discussion table was present at the Annual Town Meeting and BTC will host an information stand at the Spring Green fair on Sunday 23 rd April.
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.



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	Community Litter Picking kits are housed at the Town Council's depot and Buckingham Library for community use. The equipment is in regular use by community groups, including weekly litter picks by Furze Down School.
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	Measure and publish low carbon	Resources Committee	To be considered within the forthcoming Eco Audit.

	reduce this by switching to investments supporting renewable energy projects and eco-enhancements.	emission certification		
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.
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	Cycling and walking trails are promoted through the Tourist information Centre and will be publicised at the Spring Green Fair. The Spring Green Fair will have a stand from Dr Bike, offering cycle repairs and second hand bike sales.



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	One Electric van, leased 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 'Walks and Maps' section of the website.	Replace each bench at the appropriate point in its lifecycle.	Environment Committee	Walking trails regularly promoted via Buxplore 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 bid to the community board for the installation of 3 bike rack in Bourton Park.
26.	Work with Buckinghamshire Council on increasing EV charge points on public land		Full Council	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	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	Number of allotment holders at the new	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.



	for people to grow their own food.	Tingewick Road Allotment site		
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	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. Wildflowers were distributed at Spring Green Fair – April 2023.
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 March 2023's Tiny Forest tree planting event in Bourton 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.