



# BUCKINGHAM TOWN COUNCIL

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Town Clerk: Claire Molyneux

ENVIRONMENT  
COMMITTEE

Wednesday, 26 July 2023

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 31<sup>st</sup> July 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](mailto: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 agree the minutes of the Environment Committee meeting held on 12<sup>th</sup> June 2023.

[Copy previously circulated](#)

### 4. Request for support of grant application for the Energy Efficient Homes Fair

To receive a presentation from Kirsty Shanahan, Buckinghamshire Community Energy and to consider whether to recommend Full Council support their application.

[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. Bourton Park Bridge Repairs**

To receive a verbal update from the Estates Manager.

**7. New cemetery revised plan**

To receive a report from the Estates Manager.

[E/45/23](#)  
[Appendix C](#)

**8. Updates from representatives on outside bodies**

To receive verbal updates from Councillors.

**9. Buckingham Community Wildlife Project**

To receive notes of a meeting held on 21<sup>st</sup> June 2023.

[Appendix D](#)

**10. No Mow May**

To receive a report from the Estates Administrator.

[E/46/23](#)

**11. Action report**

To receive the report and note the updated information.

[Appendix E](#)

**12. News releases**

**13. Chair's announcements**

**14. Date of next meeting:** Monday 2<sup>nd</sup> October 2023.

**To Committee Members:**

Cllr. R. Ahmed

Vice Chair

Cllr. A. Ralph

Cllr. F. Davies

Chair

Cllr. A. Schaefer

Town Mayor

Cllr. M. Gateley

Cllr. R. Stuchbury

Cllr. J. Harvey

Cllr. R. Willett

Cllr. 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.

**15. Buckingham Community Centre**

To receive a report from the Compliance and Projects Manager.

[E/47/23](#)

**16. Tingewick Road Green Spaces updates**

To receive a report from the Estates Manager.

[E/48/23](#)  
[Appendix F](#)  
[Appendix G](#)

**Kirsty Shanahan**

Buckinghamshire Community Energy (Reg. No. 8633)

Mob: 07905 147 649

Tel: 01296 613 564

Web: [www.buckscommunityenergy.org](http://www.buckscommunityenergy.org)



### **Buckingham Energy Efficient Homes Fair**

Buckinghamshire Community Energy (BCE) is about to apply for a grant from the Buckingham and Villages Community Board to help with the cost of organising the Energy Efficient Homes Fair in Buckingham which is being organised at the Community Centre on the 5<sup>th</sup> November 2023.

The Fair aims to bring homeowners together with experts in home energy efficiency, including retrofit, solar panels, natural insulation, electric heating etc. and provide them with good, solid advice on what they can do, to start their journey to decarbonisation and reducing energy use at home.

We are seeking grant support from Community Board in order to pay BCE staff, marketing costs and venue hire etc. so that we can offer both exhibition space and entry tickets at a low cost to ensure good attendance and a wide range of useful companies and experts in this field. We would ideally also like to train up a couple of Energy Advisors to offer advice at future events including Energy Clinics in Welcoming Spaces and Warm Hubs this winter. These Advisors would be unrestricted and will be able to advise anyone, regardless of residential status and means.

The main reason for charging for entry tickets is because we can't guarantee grant funding will come before marketing the Fair and tickets, and we can't charge exhibitors too much for space because it is such a local Fair and they have to pay their staff to attend on a Sunday on top of their other costs – so we don't want to deter them either. So we're mitigating the risks so that the event can go ahead.

If we end up with surplus, as I have put in the application, we will run free Energy Clinics using that money – or use it to train Energy Advisors in the NEA Level 3 City & Guilds qualification, rather than just using Energy Champions to give very basic advice.

Before you think about how to respond to this grant application for the Energy Efficient Homes Fair (Buckingham), I would like you to answer the following three questions in your own mind:

1) Do residents of your area need and want energy efficiency advice and access to local tradesmen and installers who they can trust to work on their homes? Can they and do they already access personalised advice on how to make their homes warmer for less energy expenditure, and what to do to reduce carbon emissions, as we all need to do to avoid the ongoing impact of climate change across the planet as well as on our own gardens and our weekly supermarket shop?

2) Is anyone else already providing this level of energy efficiency advice to people in Buckinghamshire – to EVERYONE who wants it, regardless of income, domestic situation, age, ethnicity, gender, type of house, or eligibility for Government grants?

3) Will residents pay for this advice – or do they need some support to act: to find out more, learn what they can do, and do something to reduce their energy use at home, or get a warmer, healthier home?

Having thought about these questions...

If you think **no one in Buckinghamshire needs energy advice and energy efficiency is not important**, stop reading now, and block this grant application.

If you think that **this advice is already available to ALL residents** via the Council or the Government or the internet and **anyone can access it easily and will then act on it**, then don't support this application but DO start a campaign to share that advice with your residents – and let us know when you do so we can share your campaign.

If you think **residents should and will pay to access this advice and are just waiting to be offered the service**, then let us know and we will achieve these objectives by asking residents to pay for personal advice on making their home warmer through a home energy survey or retrofit assessment – once we have trained up or recruited some Energy Advisors and Retrofit Assessors.

But if you think it would be useful to residents to:

- have an event on their doorstep at which they can attend talks and ask questions about insulation, electric heating, ventilation, energy efficiency tips for heating systems and more
- meet and talk to experts one-to-one such as building surveyors and installers and get personalised advice as well as meet local, specialist tradespeople to do work for them

...then please support this application for the Energy Efficient Homes Fair in Buckingham.

Anyone who works in the voluntary sector knows that getting volunteers is extremely difficult at the moment. This grant application asks for funding to pay BCE's part-time staff to organise, promote and run this event, and for funding to cover marketing costs so that we can let people know this valuable information event is happening in their area. By funding people resource, we can guarantee that the event will happen – we are not reliant on busy people fitting it in around work and other responsibilities.

Our Princes Risborough Energy Efficient Homes Fair was extremely successful and incredibly useful for those who attended and we want the Buckingham one to be even better. With your help, we can do that.

**What do we require from Buckingham Town Council?**

On the Community Board website and application form, it says that organisations applying should have reached out to local Town/Parish Councillors, Bucks Councillors and the Community Board Manager – hence my approach.

We would seek Town Councillors support for the application when it is circulated and discussed at the Community Board Meeting or via email.

Thank you for reading this far – please don't hesitate to email or call me if you have any questions.

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Explanation
<b><u>ENVIRONMENT</u></b>							
<b><u>201 Environment</u></b>							
3995 NI Environment	5,722	20,582	14,860		14,860	27.8%	
3996 Pensions ERS Environment	15,499	57,963	42,464		42,464	26.7%	
4004 Salaries Environment	67,512	230,926	163,414		163,414	29.2%	
4112 Environment Equipment	1,495	10,260	8,765	2,100	6,665	35.0%	
4168 Defibrillators	0	518	518	223	295	43.1%	
<b><u>202 Roundabouts</u></b>							
1051 Roundabout no. 1	2,576	2,576	0			100.0%	
1052 Roundabout no. 2	1,373	1,373	0			100.0%	
1053 Roundabout no. 3	0	2,254	2,254			0.0%	
1054 Roundabout no. 4	2,594	2,872	278			90.3%	
1056 Roundabout no. 6	0	3,060	3,060			0.0%	
1057 Roundabout no. 7	1,561	1,561	0			100.0%	
4108 Roundabout	1	2,110	2,109		2,109	0.0%	
<b><u>203 Maintenance</u></b>							
4082 Allotments	2,101	2,101	0		0	100.0%	
<b><u>204 Devolved services expenses</u></b>							
1017 Devolved services income	22,881	20,992	(1,889)			109.0%	More income than anticipated at precept
<b><u>205 Grounds maintenance</u></b>							
4033 Waste disposal	1,136	5,610	4,474		4,474	20.2%	
4035 Machinery	235	2,650	2,415		2,415	8.9%	
4036 Fuel (Mower)	819	2,300	1,481		1,481	35.6%	
4037 Sundries	197	2,750	2,553		2,553	7.1%	
4063 Vehicle hire and running costs	1,094	7,000	5,906		5,906	15.6%	
<b><u>248 Depot</u></b>							
4013 Equipment purchase	0	4,070	4,070		4,070	0.0%	
4055 Alarm	517	500	(17)		(17)	103.4%	Price increases
4225 Rates	4,349	4,556	207		207	95.5%	
4601 Repairs & maintenance fund	0	900	900		900	0.0%	
4602 Electricity	381	2,000	1,619		1,619	19.0%	

4603	Water	135	550	415	415	24.6%
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249 C Meadow Toilets/Shopmobility

1085	Shopmobility income	0	200	200		0.0%
4602	Electricity	0	600	600	600	0.0%
4603	Water	0	600	600	600	0.0%
4608	Shopmobility	0	1,250	1,250	1,250	0.0%
4612	Contractor charge	2,613	10,560	7,948	7,948	24.7%
4709	Maintenance	0	600	600	600	0.0%

250 Lace Hill

1026	Lace Hill Community Centre	13,330	40,250	26,920		33.1%
1027	Solar income	3	0	(3)		0.0%
4050	Lace Hill playing fields	0	550	550	550	0.0%
4118	Solar panels	0	380	380	380	0.0%
4158	Lace Hill gas	1,549	4,202	2,653	2,653	36.9%
4159	Lace Hill electricity	1,064	7,660	6,596	6,596	13.9%
4160	Lace Hill water	121	385	264	264	31.5%
4161	Lace Hill Repair & Maintenance	647	3,707	3,060	1,849	67.3%
4162	Lace Hill Planned Maintenance	3,538	7,200	3,662	1,849	74.8%
4164	Lace Hill equipment	216	3,000	2,784	2,784	7.2%
4225	Rates	10,354	10,704	350	350	96.7%

Income received, not precepted for

PO for Heating System Flush split between these budgets

PO for Heating System Flush split between these budgets

251 Chandos Park

1030	Bowls income	0	627	627		0.0%
1035	TENNIS COURT RENT	0	714	714		0.0%
4601	Repairs & maintenance fund	0	3,780	3,780	3,780	0.0%
4602	Electricity	67	1,600	1,533	1,533	4.2%
4603	Water	590	2,120	1,530	1,530	27.8%
4606	Bowls Club Maintenance	0	2,120	2,120	2,120	0.0%

252 Bourton Park

4601	Repairs & maintenance fund	4,583	8,300	3,717	3,717	55.2%
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253 Cemeteries

1041	Burial fees	7,302	27,050	19,748		27.0%
4225	Rates	2,201	1,056	(1,145)	(1,145)	208.4%
4265	New cemetery maintenance	0	3,500	3,500	3,500	0.0%
4601	Repairs & maintenance fund	1,471	4,445	2,974	1,665	70.5%
4602	Electricity	249	960	711	711	25.9%
4617	Memorial testing	79	2,156	2,077	2,077	3.6%
4619	Cemeteries Development	15,244	69,647	54,403	54,403	21.9%
4620	Expenses for burial duties	1,158	5,510	4,352	4,352	21.0%

Possible refund of rates due. To investigate

<u>254 Chandos Park Toilets</u>						
4612	Contractor charge	2,613	11,810	9,197	9,197	22.1%
4709	Maintenance	1,086	1,185	99	99	91.6%
<u>255 Railway Walk &amp; Castle Hill</u>						
4120	Friends of Groups	0	1,140	1,140	1,140	0.0%
4709	Maintenance	0	1,096	1,096	1,096	0.0%
<u>256 Storage Premises</u>						
4066	Grenville Garage Rent	200	765	565	565	26.1%
<u>258 Cemetery Lodge</u>						
1061	Cemetery Lodge rental income	2,821	11,747	8,926		24.0%
4034	PWLB repayments inc. interest	0	4,702	4,702	4,702	0.0%
4609	Cemetery Lodge maintenance	0	3,105	3,105	3,105	0.0%
<u>260 CCTV</u>						
1097	Grants Received	4,000	0	(4,000)		0.0%
4100	CCTV maintenance	0	2,500	2,500	7,000 (4,500)	280.0%
Grant income not precepted						
Wireless CCTV. See grant above & code 9035 901 (12/6 meeting)						
<u>261 Community Centre</u>						
4085	Structural repairs	0	15,000	15,000	550 14,450	3.7%
4091	Chamber	1,032	1,051	19	19	98.2%
Scheduled chamber work completed first quarter						
<u>262 Parks General</u>						
1064	Section 106 income	121,043	0	(121,043)		0.0%
Received for BP Toddler Play Park						
4101	Seats and bins	0	1,605	1,605	1,605	0.0%
4102	Dog bins	278	9,010	8,732	4,072 4,660	48.3%
4106	Play area maintenance	3,317	6,966	3,649	3,649	47.6%
4122	Tree works	7,680	28,200	20,520	785 19,735	30.0%
4270	Bridges	0	45,000	45,000	45,000	0.0%
4275	Play area replacement fund	0	5,000	5,000	5,000	0.0%
4276	Tree wardens	0	1,100	1,100	1,100	0.0%
4607	SECTION 106	120,300	0	(120,300)	(120,300)	0.0%
Purchase of BP Toddler Play Park						
Grand Totals:- Income		<b>179,485</b>	<b>115,276</b>	<b>(64,209)</b>		<b>155.7%</b>
Expenditure		<b>283,441</b>	<b>653,173</b>	<b>369,732</b>	<b>20,091 349,641</b>	<b>46.5%</b>
<b>Net Income over Expenditure</b>		<b>(103,957)</b>	<b>(537,897)</b>	<b>(433,941)</b>		



## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Explanation
<b><u>EARMARKED RESERVES</u></b>							
901 Ear-marked reserves							
9002 Cemetery development	0	52,433	52,433		52,433	0.0%	
9010 Flood relief fund	0	826	826		826	0.0%	
9011 War memorial	0	2,000	2,000		2,000	0.0%	
9019 Memorial testing & Repairs	0	2,000	2,000		2,000	0.0%	
9025 Play area replacement	0	52,932	52,932		52,932	0.0%	
9035 Parks Development	0	12,230	12,230	6,730	5,500	55.0%	
9040 Park run	0	89	89		89	0.0%	
9050 Bridge Repairs	0	13,263	13,263	13,263	(0)	100.0%	
9052 Depot equipment	3,785	11,635	7,850		7,850	32.5%	
9053 AEDs	0	555	555		555	0.0%	
9054 Lace Hil repairs & Maintenance	0	25,000	25,000		25,000	0.0%	
9057 Cemetery Lodge repairs	0	5,180	5,180		5,180	0.0%	
9058 Bowls Club Pavillion repairs	0	770	770		770	0.0%	
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%	
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	3,785	310,913	310,913	19,993	264,635		
<b>Net Income over Expenditure</b>	<b>(3,785)</b>	<b>(310,913)</b>	<b>(310,913)</b>				

**Buckingham Town Council**  
**Environment Committee**  
**Monday 31<sup>st</sup> July 2023.**

Contact Officers: Estates Manager, Town Clerk, Compliance and Projects Manager.

**Revised New Cemetery and Allotments Plan**

**1. Recommendations**

- 1.1 That Members agree to recommend to Full Council the revised cemetery and allotments plan based on the costs projected in 4.1 and to apply to the Public Works Loan Board to borrow up to £1,250,250.
- 1.2 That Members agree to begin the public consultation for the revised plans and projected costs as required for the Public Works Loan.

**2. Background**

- 2.1 Following the Public consultation for a new cemetery the survey showed that the public were in favour of having a new cemetery but not raising the precept by the 7.2% for the full cemetery including building.
- 2.2 It is recommended by Full Council on 24<sup>th</sup> January that the Environment Committee be asked to reevaluate the scope of the proposed works and consider the option to split the project into two phases – Phase 1 being the external works needed to have a functioning cemetery and allotments.
- 2.3 Phase 2 will provide the building which will house the maintenance depot and public toilets, this will be re-costed and implemented at a future date as/when the national financial situation has stabilised.

**3. Information**

- 3.1 The new cemetery will provide 746 burial plots in the first stage and approximately 950 in the second phase. There will be 30 25m<sup>2</sup> allotment plots (full plots – often split into 2).
- 3.2 Services/Utilities – will need be laid to and within the site and include water and electricity but not sewerage at this stage.
- 3.3 Detailed planning will have to be applied for, most of this is now prepared and ready to submit, the space and services for the new building will be considered in the current plans, the new building will need to have a new planning application at a later stage.

3.4 The aspiration is to start work for Phase 1 in spring 2024 with an estimated 20-week construction time, with an aim the cemetery can be used for burials in winter 2024/spring 2025.

#### 4. Budget Costs

4.1 The total forecasted project costs are:

Cemetery and Allotment costs		
Item	Description	Cost
1	Prelims	£96,000.00
2	Site clearance, preparation, topsoil and subsoil grading	£53,647.00
3	Installation of Drains	£102,378.00
4	Pathways	£51,644.40
5	Spine Road	£90,412.00
6	Access Road	£151,047.20
7	Access and car parking for Allotment area	£49,112.00
8	Car Parking for Cemetery area	£142,295.80
9	Road Management and Signage	£6,500.00
10	Detention Basin and formation of bunds	£62,543.50
11	Final Cultivations and Seeding	£17,614.25
12	Trees, planting, hedging	£35,506.00
13	Fencing and Gates	£41,075.00
14	Utilities and services	£121,100.00
15	Maintenance to Handover	£25,000.00
16	Completion - as built plans and quality surveys	£5,700.00
17	Professional Fees	£85,000.00
	Estimated build total:	£1,136,575.15
	10% contingency:	£113,657.52
	Total Cost:	£1,250,232.67

#### 4. Public Works Loan Board estimated costs.

5.1 The Public Works Loan proposed will be for a 50-year annuity loan, the interest rate will depend on the current gilt bond rate.

5.2 Gilts are government bonds and they are particularly sensitive to interest rate changes and world events.

5.3 Therefore, **the PWLB interest rate is currently extremely volatile. It is updated twice a day and the final rate will not be known until the exact time the loan is drawn down.**

- 5.4 At the time of completing this report the cost of borrowing £1,250,250 is £3,612,236 or an annual repayment of £72,244.72.
- 5.5 The current budget has £69,647 budgeted for (253 4619) - Cemeteries Development. Once development on the new cemetery has started, this budget will be used to pay for the PWLB. Therefore, at this time, in order to take the required loan of £69,647 it will be necessary to increase the precept by £2,598.
- 5.6 These figures are only correct at this time. It is possible that by the time any loan has been approved this figure may be substantially different. This is not something BTC has any control over.
- 5.7 There is a fee of £35p per £1000 of loan which is £437.50 on a loan of £1,250,250.

PLANNING

Do not scale from drawing. Discrepancies to be brought to the attention of the author. Not for construction.

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KEY

Soft Landscape

- Existing Trees to Remain
- Existing Native Hawthorn Hedge
- Proposed Trees
- Mixed Native Boundary Hedging
- Evergreen Hedges
- SM1 Amenity Grass Mix - low maintenance lawn mix
- SM2 Species Rich Grass Mix - Germinal Amenity, com, eco species rich lawn
- SM3 Grass Mix for Hedgerows & Woodland - Wildseed.co.uk
- SM4 Wildflower Meadow with mown paths Wildseed.co.uk, standard general purpose meadow mix
- Allotment Area - 30 Plots, various sizes, average 250m2 each
- Bird Nesting Box - as per ecologists report
- Insect Tower - as per ecologists report
- Hibernacula - as per ecologists report
- Bat Box - as per ecologists report

Hard Landscape

- Application Boundary - Phase 1, 26976m2, 6.6 Acres, 2.69 Ha
- Phase 1&2 37333m2, 9.2 Acres, 3.7 Ha
- Adoptable road - to engineer's details
- Non-adoptable road - to engineer's details
- Footpath / cycleway crossing to adoptable standards See engineer's drawing for details
- Footpath / cycleway to adoptable standards
- White Lines
- Granite Setts
- Gravel in gravel stabilisation system
- Concrete base
- MOT Type 1 turning head, maintenance vehicles
- Pimple Paving - 5 sets - to engineer's detail
- Attenuation Basin
- Bund created from construction material (to be sown with wildflower mix)
- Disabled Parking Bays - 3No
- Water Points - 3No
- Hardwood seat - Woodscape Type 2 Backrest Seat, FSC Iroko - 5 No
- Waste Bin - 2No Iroko Hardwood Recycling Bin 120L
- Cycle Parking - Sheffield Stands, 3 stands, 6 No Cycles
- Concrete Kerbs/ Pin Kerbs
- Root Barrier - reroot 1000 'or similar approved'
- Moveable Height Barrier - 6m - 2 No
- 1.8m Closeboard Fence
- Boundary Post & 3 Rail 1.2m high fence
- Timber fencing / gates to allotment green waste area - total fencing 19760 lm, gates 3.66 lm x 2
- Entrance gates moved to maintenance area
- Lockable Timber Gates & fencing, vehicular, cycle & pedestrian - Allotment
- Lockable Timber Gates - Phase 2 area
- Bollards -3 No, 1 removable
- Signage
- EV points - 2 No
- Root protection - e.g. Reroot 1000, Greenblue Urban 'Or similar approved' t.b.a.
- Street Lighting for adoptable areas - by others



Rev.	Date	Revision Notes	PC
01	12.01.22	Soil arising bund locations added	PC
02	25.01.22	Insert second security barrier for service yard and move height barrier to beginning of bund and install knee rail fencing.	PC
03	28.01.22	Insert rough grass habitat zones and amend children's area pathway and planting	PC
04	11.02.22	Addition of boundary native hedge and post and rail fencing	PC
05	16.02.22	Western access closed off. Minor amendments	JM
06	23.02.22	Minor amendments to tree positions	JM
07	04.03.22	Amendments to address client comments	JM
08	16.03.22	Amendments to address client comments	JM
09	07.04.22	Amendments to address client comments	JM
10	12.04.22	Signage added and minor amendments	JM
11	03.05.22	Added kneerail to protect car park trees	JM
12	12.07.22	Proposals amended to client comments	JM
13	21.07.22	Proposals amended for budget reasons	JM
14	22.08.22	Proposals amended for budget reasons	JM
15	26.04.23	Layout Amended	GD
16	07.07.23	Layout Amended, trees amended	GD



Notes:  
Do not scale from drawing. Discrepancies to be brought to the attention of the author. Not for construction.

Any areas given are approximate only and should be checked with the QS.

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PLANNING

Project  
**Project Name**  
TINGEWICK ROAD - NEW CEMETERY

Title  
**Site Layout Plan**

Drawing No.  
D21017\_CDS\_EN\_ZZ\_DR\_L-003

Scale  
1:1000@A1



B-51 Wrest Park | Silsoe | Bedford | MK45 4HS

## Notes of a meeting of the Buckingham Community Wildlife Project held on MS Teams on 21 June 2023 at 6pm.

**Present** – Robina Ahmed (for 10 mins), Athina Beckett, Simon Bumstead, Michael Hunt, Katherine Miskin, Ruth Newell (Chair and Minutes), Lee Phillips.

**Apologies** – Margaret Gateley, Emma Foster, Ian Orton, Nina Stockill.

### 1. Apologies and welcome

Apologies were received from those noted above. Simon Bumstead was welcome as River Fly Monitoring coordinator, and keeper of equipment.

### 2. Notes of meeting held on 22 February 2023.

Agreed.

### 3. Matters Arising

Any would be covered under the relevant agenda item.

### 4. Buckingham Railway Walk Conservation Group – Katherine Miskin

Excellent news that the TCV had got funding from the Peacock Trust that would cover Railway Walk monthly work sessions until March 2024, and this should give time for the group to be confident in appointing their own coordinator. They meet on the first Saturday of the month. Lee would seek tool storage nearer to the site from when TCV were no longer involved. (University). **ACTION Lee Phillips**

Outstanding work that was on the Town Council's maintenance list - The fence around the pond needed repair, and the steps needed redoing with risers, steel pegs and aggregate. **ACTION Lee Phillips**

Lee had reported the graffiti and dog poo at the scenic walk end to Buckinghamshire Council and assumed it had been cleared up as no more complaints had been received.

### 5. Buckingham Riverfly monitoring – (Simon Bumstead) insert report

- Monthly Surveys taking place.  
Results are logged on to the Riverfly Partnership Recording Database by Ian Hawkins – East Anglia Riverfly Partnership Hub  
Co-ordinator and Riverfly Monitoring Tutor
- Each Survey records and counts up to eight different Riverfly Invertebrates – the survey is scored using the Angling Riverfly Monitoring Initiative (ARMI) algorithm
- Our site located in Chandos Park has been given a trigger level of 6 (by the EA) – If the score dips below this level we would report this to the EA who would investigate to see if a pollution incident has occurred.
- Last survey scored 9 (on 2 June 23) – the average since we started surveying in August 2021 is 9.5 – the lowest we have scored is 8 and the highest is 13
- Next Survey is Thursday 29<sup>th</sup> June 2023 at 10am
- Currently have 10 people in our River Warden (RW) Group - Some have undergone some training and some have been allocated sections of the river and carry-out a quarterly survey.

- Quarterly Surveys are reported through the Upper and Bedford Ouse Catchment Partnership website. Though we have no visibility of these and don't know whether they are reviewed or not.
- Richard Cobb one of our RW 's is compiling a map and list of what sites we monitor and by whom.
- We are looking for a second site to survey Riverflies east of Buckingham.
- We have made contact with Tim Verey of Manor Farm and Verity Nicholson of White House Farm who both have shown an interest in having their sections of the river monitored by our group.
- There are supposedly five mink rafts located on the river – I am not sure who monitors these though hopefully Richard's survey may help us here.
- Howard Osbourne (another RW) is part of the group that has set up a Great Ouse River Trust organisation – under the umbrella of the Rivers Trust – which covers the entire length of the Great Ouse. Howard is a trustee of the organisation. Howard is in the process of arranging some training (Riverfly Survey training) for those River Wardens still to qualify to do Riverfly surveys. Not sure how this is going to be funded.
- We have had no feedback from TCV's Jennifer Zwetsloot following our meeting with her in February. TCV may also have a survey net and waders funded by BTC. There doesn't appear to be any funding to replace Ruth Coxon's co-ordinator role.

The group agreed that Simon Bumstead should show on the TC website for Riverfly monitoring volunteers, as on volunteer day it was showing Ruth Coxon who had not coordinated the group for some time.

**ACTION Lee Phillips**

#### **6. Bourton Park, Chandos Park, Railway Walk – (Lee Phillips, Town Council)**

Tiny trees project and event planned for this week and after summer holidays at weekend, for tree wardens etc. Looks really good and lots of compost.

Nina met with MK and Bucks records trust rare flowers from some of verges bee orchids, and vetch. MH added they were on Page Hill too.

Lee advised the planning application for Osier way was being considered, and there were dormice in the wooded area and more nest boxes would be put in the shrub area. Pond in corner and improvement works with dormice in mind. TC not involved with wildlife just the 106 agreement. Thanks were given to Lee, and MH added good for breeding birds and dragon flies.

The Wildflower area in Bourton Park would be re seeded next year and Lee was looking in to how to do that.

#### **7. Buckingham Canal Society (Athina Beckett)**

Athina was delighted to inform the meeting that the Canal Society had been awarded the Natural Environment climate change award from the Town Council.

At the Hyde Lane site 5 bench seats had been repainted in canal colours of black and white and they match the lock gates. The area by the bench seats had been strimmed.

The Bourton Meadow site was a balancing act of stopping the canal overgrowing and

protecting the wildlife. Weeds block the canal bed and were not good for fishing, but clearance was not good for nesting birds, so they were working on the non tow path side of the canal, with light strimming. The hedge had been severely cut back by the former and was only just recovering.

The society had help from working groups from companies Network Rail and a company in MK. It was a win-win situation as the company did not need to pay for a venue for an away day.

The Annual Canal festival was at Cosgrove on 22 and 23 July, there would be 10 canal boats and stalls in the village hall. Athina would send the poster to Ruth for circulating to the group.

#### **8. Buckingham Society (Ian Orton)**

Trees - Some of our members have become increasingly concerned about the lack of aftercare given to new plantings, especially on ground not owned or maintained by Buckingham Town Council.

Not for the first time a number of trees suffered during the recent dry spell, especially in the green heartlands. It seems to be a near criminal waste of scarce resources to plant expensive trees and then neglect to water them afterwards.

As a consequence the Buckingham Society is encouraging its members to keep young trees in their vicinity under surveillance and, if necessary, to water them. A first sign of lack of water-related stress tends to be leaf fall. Some of our members have already responded to our plea, notwithstanding the fact that recent heavy rain may have provided passing relief. We also hope to tidy up the immediate surroundings of some trees.

The pine tree at the Church Street entrance to the Old Churchyard is certainly one tree that requires maintenance. It is currently sheltering a number of self-seeded sycamores. Other trees, along with tombs and gravestones are being attacked by ivy.

Fauna - An application has been submitted to develop 1 Well Street. The former stables to the rear may be the possible home of the urban badger that has lived in the land between Well Street and Castle Street (although it has not been seen for a while). Bats still nest here, however.

Michael Hunt added the bats would be protected and the ecological survey would need to be part of the application process.

Michael Hunt advised that the Pine tree mentioned was an Umbrella Pine and was growing prostrate and it was a valuable tree and suggested wedding around it's skirt and very minor maintenance was all that was needed.

**ACTION - Lee agreed to contact Neil Passmore.**

Ian added that the Society has sponsored a swan in the upcoming Swan Trail. Called Lord of the Wings, our swan features lots of the birds that are local to Buckingham, along with their eggs. It was unveiled it at their stand at the Celebrate Buckingham day and it



attracted a lot of interest, especially from children. As a consequence we are thinking of launching a competition for children, the aim of which is to match as many bids to their respective eggs as possible.

#### **9. Wildlife update from Buckinghamshire Council including Maids Moreton Avenue, Holloway Spinney and Sandpit Stratford Road (Emma Foster/ Paul Holton)**

Emma sent apologies as they are low on staff this week so I will have to miss out this meeting. Nothing to update from the ecology team – they are still prioritising planning applications coming through at the moment as there is a substantial demand therefore, projects and other matters are still on standby.

#### **10. Wardens – Tree, River, Park, - Town Council – (Lee Phillips, Wardens)**

**Tree Wardens** – Funds for more tree planting in the parks, so there should be opportunities for more tree planting.

Nina had sent out information to tree wardens on who had offered to cover what parts of Buckingham. It had been hoped to have a meeting in the spring, could it be arranged for Autumn with training from Michel /Ian?

Need to seek a voluntary tree warden coordinator in the newsletter.

**ACTION Lee/ Nina**

**River Wardens** – Already covered by Simon with Riverfly monitoring report.

#### **11. Any other business**

As today was the longest day Michael had spent half an hour in the “Triangle Field” at the Tingewick Rd end by the new Estate, and there was lots of wildlife and the following were observed in half an hour: -

21 *Maniola jurtina* = meadow brown, 3 *Melanargia Galathea* = marbled white first for 2023,  
2 *Aphantopus hyperantus* = Ringlet (first for 2023), 1 Cinnabar moth, 1 Linnet, 1 Chifchaff singling,  
2 *Ochlodes venata* = large skipper (first for 2023), 1 *Vanessa atalanta* = red admiral,  
2 female *Lobellula depressa*, 18+18 *Calopterys virgo* = Bullfinch, 2 *Enallagma cyathigera* = common blue damselfly, 2 *Ochlodes venata* (first for 2023), 18 common spotted orchids

In addition, there had been 2 cuckoos heard in the area one at Holloway Spinney, (and many people had reported it) and another near Michael’s.

#### **12. Dates of next meetings**

- **18 October 2023** – on Teams.

All were thanked for all they were doing for wildlife and nature conservation in Buckingham.

The meeting closed 6.40 pm.

Ruth Newell  
21 June 2023

**Buckingham Town Council****Environment Committee****Monday 31<sup>st</sup> July 2023.**

Contact Officer: Nina Stockill, Estates Admin

**Grass cutting and wildflowers.****1. Recommendations**

- 1.1 That Members agree to issue a press release highlighting the alternative strategies that have been adopted by the Town Council to promote biodiversity and support pollinators in our town.
- 1.2 That Members agree to issue a similar press release before the start of the 2024 grass cutting season.

**2. Background**

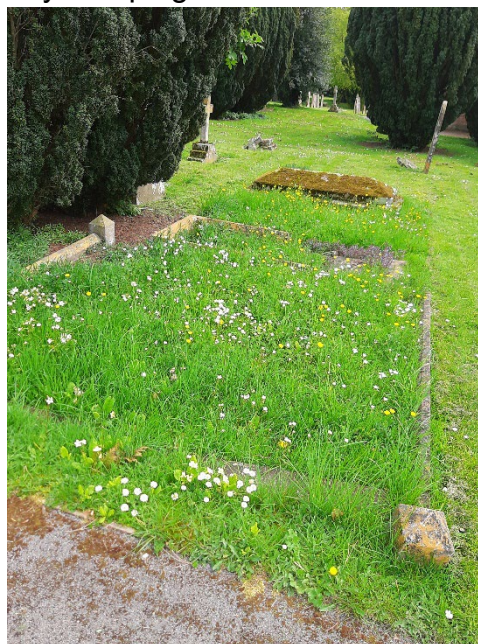
2.1 Environment Committee on the 12<sup>th</sup> June 2023 agreed to add 'No Mow May' to following agenda following the community response to this year's mowing schedule.

2.2 No Mow May is an environmental initiative that encourages individuals and communities to refrain from mowing their lawns during the month of May, providing wildflowers and pollinators a chance to thrive. While this grassroots campaign has gained momentum and positive outcomes, town councils, responsible for the management and upkeep of public spaces often find it challenging to participate actively.

2.3 Buckingham Town Council are bound by legal obligations that dictate the maintenance of public spaces, including parks, cemetery, road verges, and recreational areas. Failure to comply with these regulations could result in legal repercussions or financial penalties. The No Mow May campaign conflicts with these obligations, making it difficult for the Town Council to fully embrace the initiative.

2.4 Allowing unrestricted growth of vegetation in public areas may raise safety concerns for pedestrians, cyclists, and motorists. Overgrown vegetation could obstruct visibility, increase the risk of accidents. In the parks and play areas the grass needs to cut to allow for the inspection and clearance of any rubbish particularly glass/broken bottles.

2.5 The Town Council does not currently have the equipment or facilities to collect grass cuttings, therefore the long grass following a month's growth would be unsightly in some public areas, in particular the town's cemetery. The Greenspaces Team avoid mowing any patches of wildflowers within the older parts of the cemetery,



1. Brackley Rd Cemetery

but it would not be appropriate to adopt a similar approach to newer, more frequently visited sections.

2.6 While the No Mow May campaign aims to promote environmental conservation, not all residents may be aware of its objectives or support the idea of allowing untrimmed public spaces. Some individuals might perceive overgrown areas as neglected or unkempt, leading to potential backlash against the Town Council. Last April 2022 the office issued a press release, titled 'Excuse the weeds, we're feeding the bees'. The aim was to explain how the Town Council manage their grass cutting regime, leaving some paddocks uncut throughout the whole summer (not just May), whilst cutting housing estates' verges and safety sight lines along the town's roads, play facilities and footpaths paths. Unfortunately, despite best efforts the message was not well received, and the Estates Department were heavily criticised on social media for not wholly endorsing the campaign.

2.7 While the Town Council may face challenges in fully participating in No Mow May, there are alternative strategies that have been adopted by the Town Council to promote biodiversity and support pollinators in our town.

### 3. Designated Areas

3.1 Designated areas, such as the bypass and Bourton Park's wildflower meadow can serve as biodiversity hotspots while allowing most public spaces to be regularly maintained. The Town Council, under devolved services, is responsible for mowing all grassed Highway verges across Buckingham. The Town Council has, for years, adopted the practice of only cutting Highway verges to a single mower's width, leaving the larger sections of the verge to grow naturally with wildflowers offer numerous benefits to both the environment and the well-being of wildflower populations. By allowing wildflowers to flourish, highway verges can help preserve native plant species, some of which may be threatened or endangered.



2. Grass Vetchling in abundance at Mount Pleasant

some of which may be threatened or endangered.

3.2 The Buckinghamshire and Milton Keynes Environmental Record Centre ([BMKERC](#)) have commended the Town Council on their approach to preserving and promoting wildflower growth along our highways. Highlighting the Bee Orchid colony at Gawcott Road roundabout, Grass Vetchling by Mount Pleasant, and the pockets of native wildflowers along the A421. The Greenspaces Team mow around clusters of wildflowers within the town without compromising public safety or infrastructure maintenance.

3.3 Since 2017/18, Buckingham Town Council has increased the number of meadow and wildflower areas in Buckingham to over 10,250 m<sup>2</sup> to improve biodiversity and help pollinators – that is over 2.5 acres or the equivalent of 14 tennis courts and has the potential to be home to millions of insects.

3.4 Buckingham Town Council has already enhanced a number of areas over the past few year, including increasing meadow and wildflower areas to over 10,250 m<sup>2</sup> in total since 2017/18 to improve biodiversity and help pollinators - that's over 2.5 acres or 14 tennis courts and has the potential to be home to millions of insects.

#### **4. Awareness and Education**

4.1 Engaging in public awareness campaigns to educate residents about the importance of biodiversity and pollinator support. Encouraging private property owners to participate in No Mow May can significantly contribute to the campaign's success. Buckingham Town Council host an environmentally themed stall at each public event to encourage residents to plant small sections of native wildflowers across Buckingham's gardens, creating regular nectar 'pit stops' for pollinators. Free packets of native wildflower seeds are handed out at our annual Spring Green Fair and Celebrate Buckingham events. As a way of generating further engagement, competitions and awards for innovative approaches to tackle the climate emergency are promoted by the council.

#### **5. Native Planting**

5.1 Emphasizing the use of native plants in landscaping and urban planning. Native species support local ecosystems, require less maintenance, and promote biodiversity without impeding safety or infrastructure. One of the Town Council's objectives within the Climate Emergency Action Plan is to 'Protect and enhance native species and habitats. Promoting and supporting opportunities for environmental enhancement and regeneration'. In 2021 The Town Council installed wildflower boards in Bourton Park to promote the planting of native wildflower species and the following Autumn thousands of native Woodland bulbs were planted around Bourton Park.

#### **6. Summary**

6.1 While the No Mow May campaign presents a commendable effort to support biodiversity and pollinators, the Town Council encounters various challenges that restrict their full participation. Legal obligations, public safety concerns, infrastructure maintenance, and potential public backlash must be carefully considered. Adopting alternative strategies that strike a balance between environmental conservation and essential Town Council responsibilities can help achieve the campaign's objectives while still fulfilling the Council's obligations to its residents.



*3. Mowing and wildflower in Bourton Park*

Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
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/ with BNDP at this time	With BNDP
Environment	884/18	Compliments and Complaints Log	Members <b>AGREED</b> the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		Sep-23
Environment	314/20;1078/20	New Cemetery	Full Council Min 1160/20 Proposed by Cllr. Stuchbury, seconded by Cllr. O'Donoghue and unanimously <b>AGREED</b> 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		On agenda
Environment	319/20	Lace Hill Doors	<b>AGREED</b> 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 although due to lack of staffing capacity is currently paused.
Environment	771/20 & 1088/20	Tingewick Road Greenspaces	Members <b>AGREED</b> 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	On agenda
Environment	632/22	Rent review Chandos Bowls Club and Tennis Club	Cllr. Gateley Proposed, Cllr. Willett Seconded and Members unanimously <b>AGREED</b> .	Estates Manager	Meetings with both clubs being arranged.	Ongoing
Environment	797/22 & 86/23	Buckingham Community Centre	It was agreed that an update will be brought to the next meeting.	Compliance Manager		On agenda
Environment	70/23	Bourton Park bridges.	Members agreed to add the bridges to the action list.	Estates Manager		On agenda
Environment	70/23	No mow May	Members agreed to discuss this at the next meeting following social media discussions about this year's mowing.	Estates Administrator		On agenda