



Buckingham Town Council

Town Council Office, Buckingham Centre,
Verney Close, Buckingham, MK18 1JP
01280 816426

office@buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

ENVIRONMENT
COMMITTEE

Wednesday, 15 November 2023

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 20th November 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 agree the minutes of the Environment Committee meeting held on 2nd October 2023.

[Copy previously circulated](#)

4. Support for volunteer recruitment – Waste Busters

To receive a presentation from Viv Stein, Buckinghamshire Waste Busters Coordinator.

[Appendix A](#)

5. Open spaces in Linden Village and Page Hill

To note the open spaces map.

To receive a verbal update from Cllr. Mordue.

To receive a report from the Town Plan Officer.

[Appendix B](#)

[E/113/23](#)



Twinned with Mouvaux, France;

Neukirchen-Vluyn, Germany



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

6. Budgets

6.1 To receive the latest figures.

6.2 To receive a report from the Town Clerk.

6.2 To receive proposed budgets for 2024/25.

[Appendix C](#)[E/114/23](#)[Appendix D](#)**7. Motion: Cllr. Harvey**

- This committee notes that [recent government figures](#) indicate that Buckinghamshire suffers from four times the national average in CO2 remissions from transport.
- This committee is concerned about what this might indicate about atmospheric pollution from vehicles in the county (e.g. particulates from vehicles & Nitrogen Dioxide).
- This committee notes that [the number of Air Quality Management Areas](#) in the county is heavily biased in favour of the South.
- This committee notes that the [Air Quality Action Plan](#) for the former Aylesbury Vale district area features no specific action in Buckingham whatsoever.
- This committee notes that the [2023 Air Quality Annual Status Report](#) from Bucks Council features no action or measurements relating to Buckingham (merely a list of sites where there is some monitoring).
- This committee therefore resolves to ask the Shire council to reveal all the information it has about vehicular pollution in our town (in the light of the new figures) and ask:
 - what action is being taken to measure road sourced pollution in Buckingham - especially areas near the main roads (A421, A413 and A422)
 - what their specific plans are to reduce air pollution in our town and
 - what local action is being taken to mitigate the impact on road sourced pollution on the health of our local population.

8. Tingewick Road Green Spaces updates

To receive a verbal update from the Estates Manager.

9. Updates from representatives on outside bodies

To receive verbal updates from Councillors and to note the following links to Buckinghamshire Council's website as requested by Cllr. Stuchbury:

[Written Question Response](#) on maintaining trees in Buckinghamshire
[Rapid review on dementia care in Buckinghamshire](#).

10. Buckingham Community Wildlife ProjectTo receive notes from the meeting held on 18th October 2023.[Appendix E](#)**11. Lace Hill Community Centre - fees review**

To receive a report from the Town Centre and External Facilities Manager.

[E/115/23](#)**12. Cemetery Fees**

To receive a report from the Estates Manager.

[E/116/23](#)**13. Grass cutting**

To receive a report from the Estates Administrator.

[E/117/23](#)**14. Shrub Bed at Community Centre**

To receive a report from the Estates Administrator.

[E/118/23](#)**15. Climate Emergency Action Plan**

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

[Appendix F](#)

16. Action report

To receive the report and note the updated information.

[Appendix G](#)

17. News releases

18. Chair's announcements

19. Date of next meeting: Monday 19th February 2024.

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.

20. Community Centre Fire Alarm

To receive a report from the Estates Manager.

[E/119/23](#)

21. Motion from Cllr. Davies

To debate a confidential motion from Cllr. Davis on a legal matter.

[Appendix H](#)

Buckinghamshire WASTE BUSTERS



Garden Organic and Buckinghamshire Council are looking for volunteers to support residents with reducing, reusing, repairing, composting and recycling.

You don't need to be an expert since full training is provided, and it's entirely up to you how much time you offer and which parts of the program you support, e.g., stands at events, giving talks to adults and children, or simply supporting people locally.

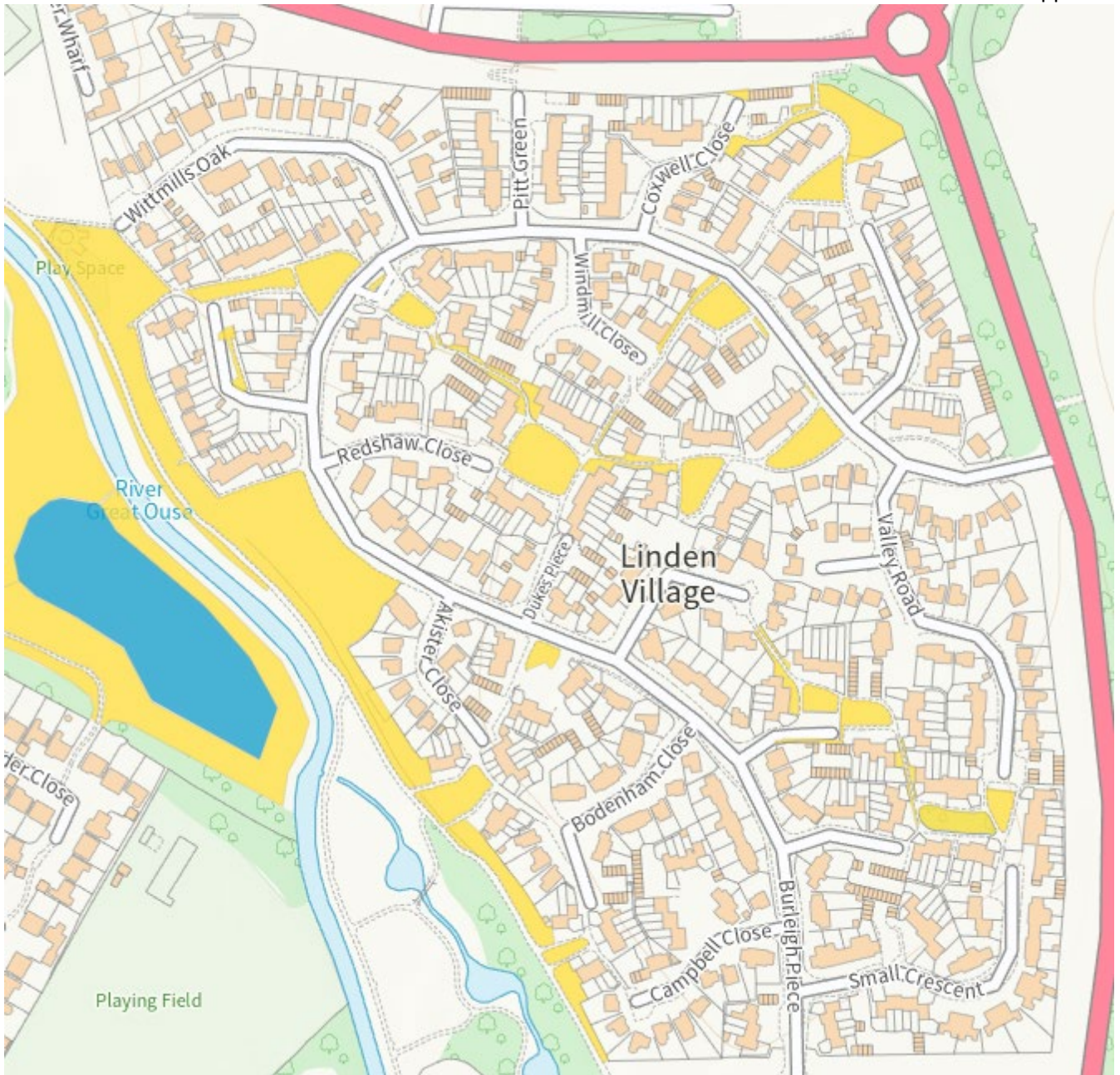
**Contact Viv Stein at
VStein@gardenorganic.org.uk for more.**

Working in partnership



**Buckinghamshire
Council**

**garden
organic**
1958
pioneers



The yellow areas are the areas that Buckinghamshire Council has stopped cutting and are owned by Blue Sky Properties.



The areas circled in red are the areas that Buckinghamshire Council have stopped maintaining.

Buckingham Town Council
Environment Committee
Monday 20th November 2023.

Officer: Sheena McMurtrie, Town Plan Officer

Report on Local Green Space Allocation

1. Recommendations

- 1.1. It is recommended that members note this report and that if the Environment Committee identify any new land that it would wish to see so designated to inform the Town Plan Officer and the Working Group on the Neighbourhood Development Plan recommending inclusion, with appropriate reasons provided, in the new BNDP.

2. Background: Local Green Space

- 2.1. Local Green space can only be designated during the making of a Plan – thus opportunities are presented by the current Buckingham Neighbourhood Development Plan refresh and the new Buckinghamshire Council Local Plan.
- 2.2. Designation must demonstrate its proximity and significance to the local community and it cannot be an extensive tract of land.
- 2.3. Notification and receipt of comments from owner are required and ultimate decision lies with Planning Inspector/Examiner of the relevant plan.
- 2.4. Designation gives Green Belt status to the Local Green Space in terms of planning decisions and thus careful consideration should be given to any potential future use of the land and whether this may impose undesired restraints.

3. Legislative Background

- 3.1. The power to designate land as Local Green Space is found in the National Planning Policy Framework, central government's requirements for plans and planning decisions.

- 3.2. This power is only exercisable when a new Plan is being made – so either a Local Plan [ie Buckinghamshire Council’s Local Plan, or Neighbourhood Development Plans such as Buckingham’s (BNDP 2015)]¹
- 3.3. It must be demonstrated that the land is of value to the community, and the land area must not be significant.² The aim here is to avoid this provision being used to prevent major housing development.
- 3.4. There are requirements to serve notice and receive comments from the owner of the land, and the ultimate decision as to whether the designation can be made will lie with the Planning Inspector/Examiner when the Plan is considered.
- 3.5. Once this designation is made, it is apparently permanent unless reversed by a future plan [this advice is from Oneillhomer, our consultants]

4. Effect of Designation

- 4.1. Land has the same position in planning law as Green Belt Land – so there are a number of limitations as to development that can be undertaken on such land. It does not prohibit development entirely but does severely curtail it.³

5. Current position

- 5.1. A number of designations were made successfully under the BNDP 2015 policy CLH 5.
 - 5.1.1. Mount Pleasant
 - 5.1.2. Stratford Fields
 - 5.1.3. March Edge
 - 5.1.4. Overn Avenue
 - 5.1.5. Land behind Castle House
 - 5.1.6. Land at the bottom of Verney Close
 - 5.1.7. Riverside walk extension

¹ The National Planning Policy Framework

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1182995/NPPF_Sept_23.pdf

Paragraph 101

² The National Planning Policy Framework:

Paragraph 102: ***The Local Green Space designation should only be used where the green space is: a) in reasonably close proximity to the community it serves; b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and c) local in character and is not an extensive tract of land***

³ The National Planning Policy Framework Paragraph 103; as to Green Belt policies see section 13 generally and paragraphs 149 & 150 in particular.

- 5.2. There was a proposal to include Ford Meadow but as a result of representations made by the owner of the land, this did not succeed at Examination. Designation of land in private ownership is not prohibited but it may be more difficult in the face of opposition by the landowner whose property rights are thus affected by such a designation. Ultimately the decision will lie with the Inspector/Examiner on consideration of all representations.

6. Considerations

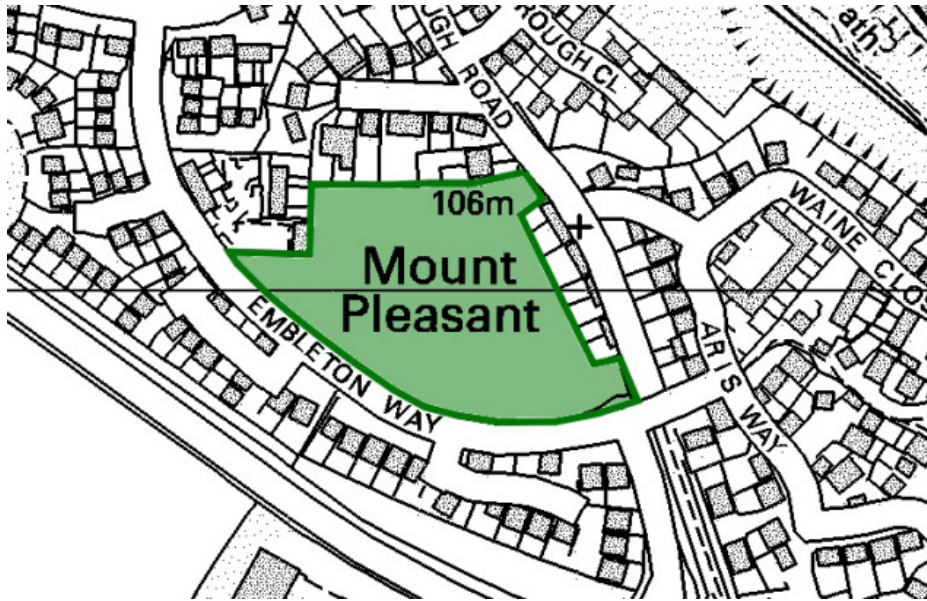
6.1. Can the criteria from the National Planning Policy Framework be met:

- 6.1.1. Land is proximate to community it serves.
- 6.1.2. Local significance/demonstrably special to that community - examples given are beauty, recreational value, tranquility, wildlife; & historic – there is a synopsis in the BNDP itself but more extensive reasoning was provided in the Evidence Base;
- 6.1.3. Not extensive in area

6.2. Future use – these are the most potentially relevant provisions from paragraphs 149 & 150 of the National Planning Policy Framework:

- 6.2.1. can be used for buildings for agriculture and forestry;
- 6.2.2. the provision of appropriate facilities (in connection with the existing use of land or a change of use) for outdoor sport, outdoor recreation, cemeteries and burial grounds and allotments; as long as the facilities preserve the openness of the Green Belt and do not conflict with the purposes of including land within it;
- 6.2.3. limited affordable housing for local community needs under policies set out in the development plan (including policies for rural exception sites);
- 6.2.4. material changes in the use of land (such as changes of use for outdoor sport or recreation, or for cemeteries and burial grounds);
- 6.2.5. development, including buildings, brought forward under a Community Right to Build Order or Neighbourhood Development Order.

Appendix 1 – Maps of Local Green Space in BNDP 2015



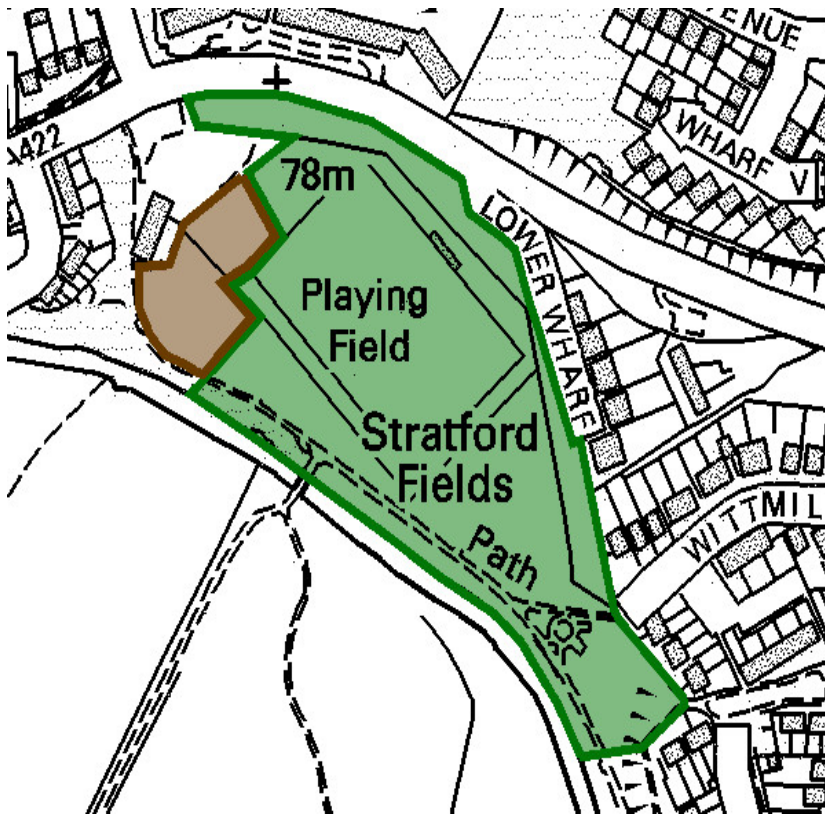
Mount Pleasant
Fig,8.5 in BNDP
2015



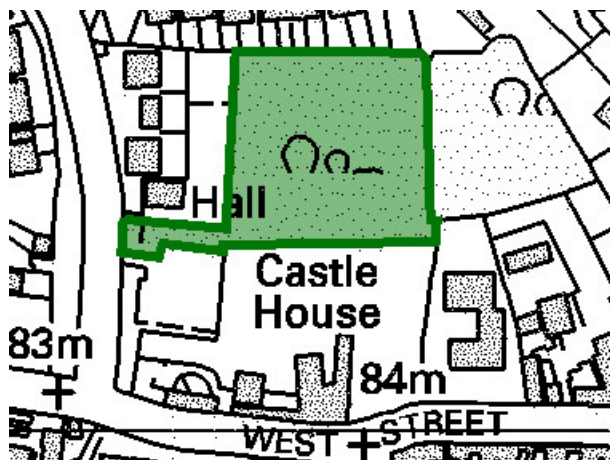
March Edge in Linden Village Fig, 8.6 in
BNDP 2015



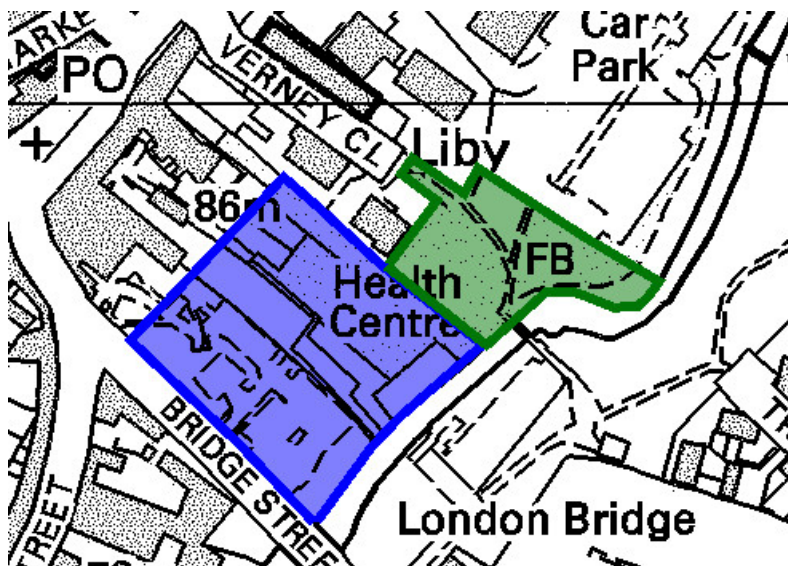
Overn Avenue Recreation Ground Fig. 8.7 in
BNDP 2015



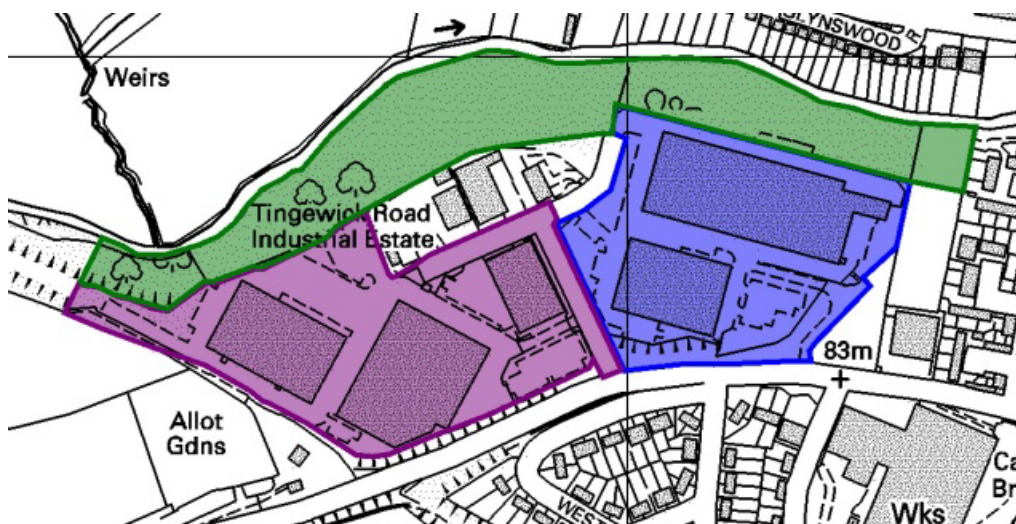
Stratford Fields Playing Field and surrounding area Fig.8.8 from BNDP 2015



Land Behind Castle House Fig.8.9 from BNDP 2015



Land beside Verney Close Surgery [green shading]
Fig.8.10 in BNDP 2015



Extension of Riverside Walk
Fig.8.11 in BNDP 2015

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report – EXPENDITURE SHOWN IN ()

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Explanation
<u>201 Environment</u>							
3995 NI Environment	(9,942)	(20,582)	10,640		10,640	48.3%	
3996 Pensions ERS Environment	(26,889)	(57,963)	31,074		31,074	46.4%	
4004 Salaries Environment	(118,473)	(230,926)	112,453		112,453	51.3%	
4112 Environment Equipment	(4,560)	(10,260)	5,700	(5,794)	(94)	100.9%	
4168 Defibrillators	(223)	(518)	295		295	43.1%	
<u>202 Roundabouts</u>							
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%	Awaiting sponsorship
1054 Roundabout no. 4	2,594	2,872	278			90.3%	
1056 Roundabout no. 6	0	3,060	3,060			0.0%	Awaiting sponsorship
1057 Roundabout no. 7	1,561	1,561	0			100.0%	
4108 Roundabout	(151)	(2,110)	1,959		1,959	7.2%	
<u>203 Maintenance</u>							
4082 Allotments	(2,101)	(2,101)	0		0	100.0%	
<u>204 Devolved services expenses</u>							
1017 Devolved services income	22,881	20,992	(1,889)			109.0%	More income than precepted for
<u>205 Grounds maintenance</u>							
4033 Waste disposal	(3,016)	(5,610)	2,594		2,594	53.8%	
4035 Machinery	(235)	(2,650)	2,415		2,415	8.9%	
4036 Fuel (Mower)	(1,767)	(2,300)	533		533	76.8%	
4037 Sundries	(1,320)	(2,750)	1,430		1,430	48.0%	
4063 Vehicle hire and running costs	(2,440)	(7,000)	4,560		4,560	34.9%	
<u>248 Depot</u>							
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	(57)	(900)	843		843	6.3%	
4602 Electricity	(941)	(2,000)	1,059		1,059	47.0%	
4603 Water	(227)	(550)	323		323	41.2%	
<u>249 C Meadow Toilets/Shopmobility</u>							
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	(285)	965	22.8%	
4612 Contractor charge	(6,096)	(10,560)	4,464		4,464	57.7%	

4709	Maintenance	(521)	(600)	79	(46)	33	94.5%	
<u>250 Lace Hill</u>								
1026	Lace Hill Community Centre	29,193	40,250	11,057			72.5%	
1103	LA Sector VAT Refund	1,357	0	(1,357)			0.0%	LA Non Business VAT refund received
4050	Lace Hill playing fields	(280)	(550)	270		270	51.0%	
4118	Solar panels	0	(380)	380		380	0.0%	
4158	Lace Hill gas	(2,076)	(4,202)	2,126		2,126	49.4%	
4159	Lace Hill electricity	(1,625)	(7,660)	6,035		6,035	21.2%	
4160	Lace Hill water	(357)	(385)	28		28	92.7%	
4161	Lace Hill Repair & Maintenance	(3,864)	(3,707)	(157)		(157)	104.2%	Unexpected repairs / price increases
4162	Lace Hill Planned Maintenance	(6,911)	(7,200)	289		289	96.0%	
4164	Lace Hill equipment	(734)	(3,000)	2,266	(95)	2,171	27.6%	
4225	Rates	(10,354)	(10,704)	350		350	96.7%	
<u>251 Chandos Park</u>								
1030	Bowls income	627	627	0			100.0%	
1035	Tennis Court Rent	0	714	714			0.0%	
1102	UG Cable Wayleave Tennis Court	3	0	(3)			0.0%	
4601	Repairs & maintenance fund	0	(3,780)	3,780	(6,487)	(2,707)	171.6%	Overspend will be covered by S106 income
4602	Electricity	(166)	(1,600)	1,434		1,434	10.4%	
4603	Water	(852)	(2,120)	1,268		1,268	40.2%	
4606	Bowls Club Maintenance	(110)	(2,120)	2,010		2,010	5.2%	
<u>252 Bourton Park</u>								
4601	Repairs & maintenance fund	(6,854)	(8,300)	1,446		1,446	82.6%	
<u>253 Cemeteries</u>								
1041	Burial fees	12,561	27,050	14,489			46.4%	
4225	Rates	(2,201)	(1,056)	(1,145)		(1,145)	208.4%	Rates correct, LP concluded investigation
4265	New cemetery maintenance	0	(3,500)	3,500		3,500	0.0%	
4601	Repairs & maintenance fund	(2,036)	(4,445)	2,409	(1,300)	1,109	75.0%	
4602	Electricity	(437)	(960)	523		523	45.5%	
4617	Memorial testing	(79)	(2,156)	2,077	(2,077)	0	100.0%	
4619	Cemeteries Development	(27,021)	(69,647)	42,626	(1,768)	40,858	41.3%	
4620	Expenses for burial duties	(1,405)	(5,510)	4,105		4,105	25.5%	
<u>254 Chandos Park toilets</u>								
4612	Contractor charge	(6,096)	(11,810)	5,714		5,714	51.6%	
4709	Maintenance	(1,122)	(1,185)	63		63	94.7%	
<u>255 Railway Walk & Castle Hill</u>								
4120	Friends of Groups	0	(1,140)	1,140		1,140	0.0%	
4709	Maintenance	(431)	(1,096)	665		665	39.3%	
<u>256 Storage Premises</u>								
4066	Grenville garage rent	(349)	(765)	416		416	45.6%	
<u>258 Cemetery Lodge</u>								
1061	Cemetery Lodge rental income	4,507	11,747	7,240			38.4%	
4034	PWLB repayments inc. interest	(2,351)	(4,702)	2,351		2,351	50.0%	
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%	Grant income received but not precepted *	Appendix C
4100	CCTV maintenance	(6,500)	(2,500)	(4,000)	(4,000)	260.0%	Overspend due to income received above *	
<u>261 Community Centre</u>								
4085	Structural repairs	0	(15,000)	15,000	(5,545)	9,455	37.0%	
4091	Chamber	(1,032)	(1,051)	19		19	98.2%	
<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	(273)	(1,605)	1,332		1,332	17.0%	
4102	Dog bins	278	(9,010)	9,288	(4,072)	5,217	42.1%	
4106	Play area maintenance	(5,752)	(6,966)	1,214	(14,533)	(13,319)	291.2%	Overspend will be covered by S106 income
4122	Tree works	(8,735)	(28,200)	19,465		19,465	31.0%	
4270	Bridges	0	(45,000)	45,000	(361)	44,640	0.8%	
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		204,277	115,276	(89,001)			177.2%	
Expenditure		403,851	653,173	249,322	42,361	206,961	68.3%	
Net Income over Expenditure		(199,573)	(537,897)	(338,324)				

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report – EXPENDITURE SHOWN IN ()

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Explanation
<u>901 Ear-marked reserves</u>							
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	100.0%	
9019 Memorial testing & Repairs	0	(2,000)	2,000	(2,000)	0	100.0%	
9025 Play area replacement	0	(52,932)	52,932		52,932	0.0%	
9035 Parks Development	(7,336)	(12,230)	4,894	(4,650)	244	98.0%	
9040 Park run	0	(89)	89		89	0.0%	Funds held for park run (shown for info)
9050 Bridge Repairs	(13,263)	(13,263)	(0)		(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 Hill 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				
Expenditure	24,384	310,913	286,529	8,650	277,879		
Net Income over Expenditure	(24,384)	(310,913)	(286,529)				

Buckingham Town Council
Environment Committee
Monday 20th November 2023.

Contact Officer: Town Clerk

Budget 2024-2025

1. Recommendations

- 1.1. It is recommended that Members review, discuss and agree to send the attached Environment budget 2024-2025 to the Precept Meeting via the Resources Committee.

2. Background

- 2.1. Each budget line has been scrutinised and an explanation given for the recommended amount. On a few occasions where no other information has been available, a percentage increase has been used. The standard percentage increase is 4.5%. This is based on the November HM Treasury forecast report which offers RPI predictions for the forthcoming financial year of between 0.8% and 6.1%.
- 2.2. This budget recommends a 4.05% overall increase although it needs to be understood that the wages, pension and NI figures are subject to change.
- 2.3. The wages, pensions and NI budgets are subject to change as the current year pay deal has only just been and the Resources Committee have primacy on matters of staffing.
- 2.4. The overall increase is lower than 4.5% as each line has been scrutinised for savings to keep costs low and because the bridges project does not need budgeting for again.

Budget Code	Cost Centre	Name	Description	Budgeted Expenditure 2023 - 2024	Predicted Expenditure 2023 - 2024	Budgeted Income 2023 - 2024	Predicted Income 2023 - 2024	Recommended budgeted expenditure 2024 - 2025	Recommended budgeted income 2024 - 2025	Reason
3995	201	NI Environment	Environment	£20,582.00	£20,582.00			£22,640.00		To be confirmed after consultation with resources
3996	201	Pensions ERS Environment	Environment	£57,963.00	£57,963.00			£63,760.00		To be confirmed after consultation with resources
4004	201	Salaries environment	Environment	£230,926.00	£230,926.00			£254,020.00		To be confirmed after consultation with resources
4068	201	Community Service	Environment	£0.00	£0.00			£0.00		To be removed
4112	201	Environment Equipment	Environment	£10,260.00	£10,260.00			£11,286.00		Agreed to move from budget code 201 to 262. 10% increased equipment expenses predicted.
4168	201	Defibrillators	Environment	£518.00	£518.00			£550.00		Agreed to move from budget code 201 to 262. Minor increase predicted.
1051	202	Roundabout no. 1	Roundabouts			£2,576.00	£2,576.00		£2,805.00	Agreement states with Sept RPI (8.9%) - TBA
1052	202	Roundabout no. 2	Roundabouts			£1,373.00	£1,373.00		£1,495.00	Agreement states with Sept RPI (8.9%) - TBA
1053	202	Roundabout no. 3	Roundabouts			£2,254.00	£0.00		£2,454.00	Agreement states with Sept RPI (8.9%) - TBA
1054	202	Roundabout no. 4	Roundabouts			£2,872.00	£2,872.00		£3,127.00	Agreement states with Sept RPI (8.9%) - TBA
1056	202	Roundabout no. 6	Roundabouts			£3,060.00	£1,020.00		£3,332.00	Agreement states with Sept RPI (8.9%) - New contract being put in place.
1057	202	Roundabout no. 7	Roundabouts			£1,561.00	£1,561.00		£1,700.00	Agreement states with Sept RPI (8.9%) - TBA
4108	202	Roundabout	Roundabouts	£2,110.00	£2,110.00			£2,205.00		4.5% Uplift
4082	203	Allotments	Maintenance	£2,101.00	£2,101.00			£2,288.00		Increase with Rpi as per agreement - 8.9%
1017	204	Devolved services income	Devolved Services expenses			£20,992.00	£22,881.00		£22,881.00	This year income was £22,881 - No details on uplift at this time.
4033	205	Waste disposal	Grounds Maintenance	£5,610.00	£5,000.00			£5,610.00		Can be held
4035	205	Machinery	Grounds Maintenance	£2,650.00	£2,650.00			£2,915.00		Slight increase in costs predicted
4036	205	Fuel (Mower)	Grounds Maintenance	£2,300.00	£2,300.00			£2,415.00		Slight increase
4037	205	Sundries	Grounds Maintenance	£2,750.00	£2,750.00			£3,025.00		This budget is tight. 10% uplift requested.
4063	205	Vehicle running costs	Grounds Maintenance	£7,000.00	£7,000.00			£7,000.00		Can be held. Any underspend request transfer to new EMR
4013	248	Equipment purchase	Depot	£4,070.00	£4,070.00			£5,000.00		Any underspend recommend to EMR in order to complete fire safety work.
4055	248	Alarm	Depot	£500.00	£517.00			£560.00		£17 over budget this year.
4225	248	Rates	Depot	£4,556.00	£4,349.00			£4,641.00		currently £207 under budget uplift 6.7% (CPI) on predicted
4601	248	Repairs & maintenance fund	Depot	£900.00	£900.00			£900.00		Hold,any underspend request transfer to EMR
4602	248	Electricity	Depot	£2,000.00	£2,000.00			£2,000.00		Can be held as tariff negotiated
4603	248	Water	Depot	£550.00	£550.00			£635.00		Water rates predicted at 15.5% uplift
1085	249	Shopmobility income	Toilets/Shopmobility			£200.00	£200.00		£200.00	To be held
4602	249	Electricity	Cornwalls Meadow Toilets/Shopmobility	£600.00	£600.00			£600.00		To be held
4603	249	Water	Cornwalls Meadow Toilets/Shopmobility	£600.00	£600.00			£600.00		To be held
4608	249	Shopmobility	Cornwalls Meadow Toilets/Shopmobility	£1,250.00	£600.00			£600.00		Equipment in good order. No purchases expected at this time.Budget for servicing/safety checks only.
4612	249	Contractor charge	Cornwalls Meadow Toilets/Shopmobility	£10,450.00	£10,450.00			£10,450.00		No uplift in contract
4709	249	Maintenance	Cornwalls Meadow Toilets/Shopmobility	£600.00	£600.00			£6,600.00		Additional £6,000 to re-ferb toilet doors which are a mess.
1026	250	Lace Hill Community Centre	Lace Hill			£40,250.00	£40,250.00		£41,000.00	Slight increase expected.
1027	250	Solar income	Lace Hill	£0.00	£0.00				£150.00	We are hopeful of negotiating an income during the next financial year.
4050	250	Lace Hill playing fields	Lace Hill	£550.00	£550.00			£550.00		Can be held
4118	250	Solar panels	Lace Hill	£380.00	£380.00			£380.00		Can be held
4158	250	Lace Hill gas	Lace Hill	£4,202.00	£4,500.00			£4,600.00		Slight increase expected.
4159	250	Lace Hill electricity	Lace Hill	£7,660.00	£6,500.00			£6,500.00		Energy Bills Discount Scheme comes to end Apr 23 - on new tariff
4160	250	Lace Hill water	Lace Hill	£385.00	£940.00			£1,086.00		There are concerns that this has not been billed correctly. Team investigating.
4161	250	Lace Hill Repair & Maintenance	Lace Hill	£3,707.00	£4,000.00			£4,000.00		Will be over budget for this year due to unexpected repair to hot water system.
4162	250	Lace Hill Planned Maintenance	Lace Hill	£7,200.00	£7,200.00			£7,920.00		Increased costs due to extra water testing requirements.
4164	250	Lace Hill equipment	Lace Hill	£3,000.00	£2,800.00			£3,000.00		Slight underspend predicted. Can be held.
4225	250	Rates	Lace Hill	£10,704.00	£10,354.00			£11,048.00		Uplift 6.7% (CPI) Rebate options being being investigated

Notes of a meeting of the Buckingham Community Wildlife Project held on MS Teams on 18 October 2023 at 6pm.

Present –Athina Beckett, Simon Bumstead, Margaret Gateley, Michael Hunt, Ruth Newell (Chair and Minutes), Lee Phillips.

Apologies – Emma Foster, Ian Orton, Katherine Miskin, Robina Ahmed.

1. Apologies and welcome

Apologies were received from those noted above.

2. Notes of meeting held on 21 June 2023.

Agreed.

3. Matters Arising

Any would be covered under the relevant agenda item.

4. Buckingham Railway Walk Conservation Group

Lee reported it was going well and there had been interest from a couple of people interested in forming a committee and appointing a coordinator.

Lee was seeking tool storage nearer to the site from when TCV were no longer involved. (University).

ACTION Lee Phillips

Still outstanding work that was on the Town Council's maintenance list - The fence around the pond needed repair/ replacing. Also, the steps needed redoing with risers, steel pegs and aggregate.

ACTION Lee Phillips

5. Buckingham Riverfly monitoring and River Wardens – (Simon Bumstead)

The Buckingham & District Angling Association (BDAA) has been accepted this week (16th Oct 23) as a member of the Upper Bedford Ouse Catchment Partnership.

The BDAA will be the umbrella organisation for the Buckingham River Warden Group.

Simon will co-ordinate the group's activities going forward. Benefits is that all RWs that join the group will: -

- a) Be covered by Association's Public Liability Insurance
- b) Have access to training, workshops and support

Other benefits include: -

- c) Access to Water Quality Testing materials (in the future)
- d) Opens Lines of communication and access to other key stakeholders and experts

The club will offer complimentary membership to all active RWs and volunteers.

This new arrangement under the BDAA likely replaces the TCV involvement as there doesn't appear to be any funding to replace Ruth Coxon's co-ordinator role. Also, there has been no feedback from TCV's Jennifer Zwetsloot following our meeting with her back in February, but they have returned our survey net which was funded by BTC.

Simon recently attended a UBOCP Volunteer Co-ordinators (Teams) Meeting on 3 August 2023 which covered an update on volunteer's activities, Training Programmes being arranged, various

working group activities.

Both Tony Gilbert and Simon attended a UBOCP Water Quality Workshop 14 Sept 2023 at Jordan's Mill, Biggleswade – which was very interesting. Met John Findley of the EA who approves survey sites and sets trigger levels. There were practical demonstrations of kick sampling and Water Quality Sampling.

UBOCP is working to provide kits that will allow us carry-out other water quality monitoring to measure dissolved Oxygen, Phosphates, and Ammonia levels on a regular basis.

Chandos Park – Riverfly Survey Update

Monthly Riverfly Surveys continue to take place at the Chandos Park site and the results are logged onto the Riverfly Partnership Database.

Since the last meeting four surveys at Chandos Park have been carried out – all recording scores above the trigger level of 6 set by the EA. No change in water quality from a Riverfly Invertebrate perspective since we started surveying in August 2021.

29-Jun-23 - 10, 28-Jul-23 - 8, 25-Aug-23 - 8, 22-Sep-23 - 9

Bourton Park – Riverfly Survey Update

Also, now in the process of establishing a second survey site in Bourton Park (stream near to the three otters) to provide baseline data to the BTC prior to them potentially making improvements to the stretch in the future.

Not accepted as an official site yet so no Trigger Level set. Though the surveys will guide the EA to set a level.

Four Surveys completed

21-Jul-23 - 8 11-Aug-23 - 9 08-Sep-23 - 9 06-Oct-23 – 8

Recruitment & Training

Currently have 12 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.

We have three new people interested in becoming RWs –We now need to organise training and find / allocate stretches for them to monitor.

Howard Osbourne (another RW) is part of a group that has set up the 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.

Richard Cobb has made good progress compiling a map and list of what sites we monitor and by whom. Those with a designated river stretch should carry out Quarterly Surveys that are reported through the Upper and Bedford Ouse Catchment Partnership website. Still have no visibility of these. 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.

Simon had contacted Tim Verey of Manor Farm and Verity Nicholson of White House Farm who have both shown an interest in having their sections of the river monitored by our group. **Still to follow-up.**

The meeting asked Lee about the work being done at the Penstock, and Lee explained that the banks were falling away, and that the council had funding from the Water Trust. The specification had been written by an expert, Martin James. There was an Anglian Water inlet used as an emergency overflow of storm water from part of the Linden Village estate.

The BCWP group had previously agreed that Simon Bumstead should show on the TC website for Riverfly monitoring volunteers, as it is still showing Ruth Coxon who had not coordinated the group for some time, and interested volunteers were therefore lost. **ACTION Lee Phillips**

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

Lee advised that the footpaths in Bourton Park had been surveyed to resurface. Making progress with section 106 funding for play areas.

3000 bulbs would be planted and the Town Council was working with schools and the Railway Walk group to plant them.

Applying for tree funding for the new cemetery, and suggestions for tree planning of bigger trees to be replaced.

The vandalism in the Heartlands was concerning including a Japanese Cherry, and ornamental crab apples, and would be replaced by Buckinghamshire Council.

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

7. Buckingham Canal Society (Athina Beckett)

Athina advised the group were working on the Bourton Meadow site where weeds were a problem as they had grown so fast this year. Keeping paths trimmed back and removing weed. Lots of outside companies had visited and helped with the site up to 30 groups were helping on volunteer team building days.

Could do with more local Thursday work parties, 10am to 3pm alternate Thursdays second Sunday of the month at the same time.

At Hyde Lane there were problems as the track used for access, the landowner had withdrawn permission to access the site, so that made it difficult to work at the site. Padlocked with no access to Canal Society. BBOWT lease to canal society. The site owned by BBOWT since 1953. Fishermen had access and Maids Moreton poor charity have access too. Anglian water pumping station. Anglian Water store tools there.

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.

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

8. Buckingham Society (Ian Orton)

Ian advised that as his computer did not like Teams, he would not be able to attend the meeting, so had sent the following report: -

There has been another outbreak of tree vandalism on the heartland with at least two trees/saplings damaged. Ian would be encouraging members to watch over trees and newly planted saplings near to where they live as well helping to keep them hydrated during droughts etcetera.

It would be interesting to know if any maintenance work is planned for the pine tree at the Church Street entrance to the Old Churchyard is planned during the winter. I might be able to arrange something through the Buckingham Society but don't want to replicate anything Buckinghamshire Council has planned. Michael Hunt advised that the Pine tree mentioned was an Umbrella Pine and was growing prostrate and it was a valuable tree and suggested weeding around it's skirt and very minor maintenance was all that was needed.

ACTION - Lee agreed to contact Neil Passmore

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

No report.

10. Tree Wardens - Town Council – (Lee Phillips, Wardens)

Michael had done a walk around the trees at Brookfield RLS, and it had been offered to tree wardens. There were magnificent trees, and Michael would do another tour next year.

Michael Hunt was also a tree warrior for the tiny forest in Bourton Park and noted that the elms had already grown 6 feet.

It had been hoped to have had a meeting in the spring, but it had not happened, but could it be arranged for Autumn with training from Michel /Ian? Tree wardens had been invited to a tour of the wonderful trees in the Royal Latin School grounds, and to take part in the bulb planting. Michael would do another tour next year. Need to seek a voluntary tree warden coordinator in the newsletter.

ACTION Lee/ Nina

11. Any other business

New Building sites were questioned in terms of what had been done for wildlife at Bent Hill, Wipac, and Osier way. Archaeologists were on site. Water run-off and habitat loss for Skylarks. Ask them to report back to us. Boxes for bats and swifts should be included in Building Regulations.

ACTION TC Planning/ Buckinghamshire Ecologists?

12. Dates of next meetings

- **18 October 2024** – on Teams or Zoom so Ian Orton can take part.

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

The meeting closed at 6.50 pm.

Ruth Newell
13 November 2023

BUCKINGHAM TOWN COUNCIL
ENVIROMENT COMMITTEE
Monday 30th November 2023

Contact Officer: Sam Hoareau, Town Centre and External Facilities Manager

Hire Rates Increase for Lace Hill Sports & Community Centre (LHSCC)

1. Recommendations

- 1.1. It is recommended that Members agree the increased room hire rates as proposed below from April 2024 and continue to offer '10 for the price of 9' as a long-term booking incentive.
- 1.2. It is recommended that Members note the pitch fees will rise by 4% as per the hire agreement.

2. Information

- 2.1. A review of the room hires, and pitch hire rates are undertaken each year to comply with the Council's financial regulations.
- 2.2. Below are the current set of room hire rates for LHSCC which were implemented from April 2023 onwards and were agreed at environment on Monday 19th December 2022 minute number 506/22.

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£12	£15.00	£14.00	£18.00
Adult / Commercial	£14.00	£19.00	£17.00	£30.00

Book 10 hours / sessions and get 10 for the price of 9.

All Badminton bookings to be charged at Weekday Concession rate.

Additional charges may apply for Bank Holiday bookings, Christmas, and New Year. Please enquire for further information.

3. Proposed New Room Hire Rates For 2024/25

3.1. With the challenging and economic climate, the proposed new hire rates will contribute towards the sustainability of the LHSCC and the Council's budget.

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£12.50	£15.50	£14.50	£18.50
Adult / Commercial	£14.50	£20	£17.50	£35

Book 10 hours / sessions and get 10 for the price of 9.

All Badminton bookings to be charged at sports hall weekday concession rate.

Additional charges may apply for Bank Holiday bookings, Christmas, and New Year. Please enquire for further information.

3.2. Impact of proposed new hire rates mean an average increase of 5.3% compared to last year's 13% increase.

3.3. Our regular hirers are at the forefront of our considerations which is why we continue to provide a long-term booking benefit of 10% discount which is the *10 for the price of 9* offer.

3.4. Badminton hires have always had a separate reduced rate. They are minimal impact hires and often fill small gaps when the hall is not in use. It is proposed that the badminton rate is charged at the same rate of the concession weekday.

3.5. The new rates are still competitive, for reference, other local venue hire prices looked at with similar capacity and facilities included are as follows:

	Venue A	Venue B	Venue C
Hourly adult commercial weekday rate (hall)	£18.33		
Hourly junior commercial weekday rate (hall)	£15		
Hourly adult weekend day / night rate (hall)	£25 / £50		
Hourly junior weekend rate (hall)	£18.33		
Weekday hourly (hall)		£13.55	
Saturday hourly (hall)		£13.50	
Sunday hourly (hall)		£17.50	
Weekday hourly (hall)			£18
Weekend hourly (hall)			£20

4. Sports Pitch Hire Charges

4.1. The current 2023/24 pitch hire rates are:

Rates	Casual Booking	Half Permit (15 games)		Full Permit (30 games)	
	Per 2 Hr Session	Pitch Only	Pitch, Dressing Rooms & Showers	Pitch Only	Pitch, Dressing Rooms & Showers
Adult (Base)	£96.49	£1340	£1608.25	£2680.42	£3216.51
Junior (20% Discount)	£77.19	£1072.17	£1286.60	£2,144.34	£2573.20

4.2. The 2024/25 pitch rates are:

	Casual Booking			Full Permit (30 games)	
	Per 2 Hr Session	Pitch Only	Pitch, Dressing Rooms & Showers	Pitch Only	Pitch, Dressing Rooms & Showers
Adult (Base)	£100.35	£1393.60	£1672.58	£2787.64	£3345.17
Junior (20% Discount)	£80.28	£1115.05	£1338.06	£2230.11	£2676.13

4.3. It is proposed that rates for pitch and changing room facilities rise in line with Buckingham United's 4% increase this year as per their ten-year contract.

Buckingham Town Council
Environment Committee
Monday 20th November 2023.

Contact Officer: Lee Philips, Estates Manager

Cemetery Fees uplift

1. Recommendations

1.1. It is recommended that members agree to the uplift in the cemetery fees for Brackley Road Cemetery within the table below to come into place on the 1st April 2024.

2. Background

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

3. Information

3.1 The RPI % figure as of September 2023 is 8.9% This has been added to the previous fees and rounded to the nearest £.

3.2 The Cemetery Fee uplifts are implemented every year from the 1st April and are agreed in November so the budgets for the following year can be set.

3.3 It is recommended that the Transfer of Deeds fee is not up-lifted and will remain the same as 2023 (£25 fee for residents of the Parish and £50 for non-residents). This is because it necessary that the transfer of the deeds takes place where ever possible and is also in the Towns Council's best interest that there is a new deed holder in place for the deeds.

3.4 The table below shows the cemetery fees with uplift to be implemented from the 1st April 2024:

	Residents fee 2023/24	Non- residents fee 2023/24	Residents Fee 2024/25	Non- residents Fee 2024/25
Brackley Road Cemetery fees:				
Price to purchase a plot: for 99 years:				
Single Plot - single	£557	£1,115	£607	£1,214
Double - Side by Side	£999	£1,998	£1,088	£2,175
Childs Plot (under 18) Cost paid by CFF	£557	£1,115	£607	£1,214
Cremated Remains	£127	£502	£138	£547
Interment Fees:				
Single Depth - Adult	£436	£872	£475	£949
Childs Interment (under 18) Cost paid by CFF	£435	£872	£474	£949
Double Depth	£502	£1,005	£547	£1,094
Re-open an Existing Grave	£435	£872	£474	£949
Digging Fee for Ashes	£128	£254	£139	£277
Memorial Permits:				
New memorial	£126	£254	£137	£277
Additional Inscription	£61	£127	£66	£139
Memorial permit – (Child under 18) Cost paid by CFF	£126	£254	£137	£277
Miscellaneous:				
Search Fee	£24	£50	£26	£54
Use of Chapel	£67	£133	£73	£145
Duplicate Deed	£25	£50	£25	£50
Transfer Deed	£25	£50	£25	£50
Deed Renewal Fee	£25	£50	£27	£54
Memorial Seat	Price on Request			

Buckingham Town Council
Environment Committee
Monday 20th November 2023

Contact Officer: Nina Stockill, Estates Admin

Town Council Grassing Cutting Responsibilities

1. Recommendations

- 1.1. Members to note the report.

2. Background

- 2.1. Following last month's Environment Committee meeting it was agreed that a report would be brought back to committee to detail our mowing responsibilities (333/23).
- 2.2. The Town Council, and other agencies share responsibility for grass cutting in and around Buckingham. Who is responsible depends on the exact location of the land.
- 2.3. Grass cutting across Buckingham is shared between the following responsible authorities.
 - 2.3.1. Buckingham Town Council
 - 2.3.2. Buckinghamshire Council (previously Aylesbury Vale District Council [AVDC] and Buckinghamshire County Council [BCC])
 - 2.3.3. Vale of Aylesbury Housing Trust (VAHT)
 - 2.3.4. Private landowners, this includes housing developers and management companies on newly built housing developments.
- 2.4. In some parts of town that Buckingham Town Council are responsible for the grass is deliberately kept long to improve biodiversity. However, road junctions should be kept short enough to ensure a clear view of the road.
- 2.5. The Town Council has the responsibility for maintenance of grass, trees and hedging on its own land, this includes the following areas:
 - 2.5.1. [Bourton Park](#)
 - 2.5.2. [Chandos Park](#)
 - 2.5.3. [Brackley Rd Cemetery](#)
 - 2.5.4. [Railway Walk](#)
 - 2.5.5. [Otters Brook Park](#)
 - 2.5.6. [Ken Tagg Play park.](#)
 - 2.5.7. [Lace Hill Sports and Community Centre](#)
- 2.6. The ownership of other parks and play area around town can be identified from our website [Play Parks - Buckingham Town Council \(buckingham-tc.gov.uk\)](#)
- 2.7. If Councillors are unsure of ownership, they can refer to Buckinghamshire Council's below grass cutting online map. Please be aware that this map does not show every responsible party but does clearly indicate where it is Buckinghamshire Council or Fairhive's responsibility to cut the grass.
[Grass Cutting for Aylesbury Vale Area \(arcgis.com\)](#)

Buckingham Town Council
Environment Committee
Monday 20th November 2023

Contact Officer: Nina Stockill, Estates Admin

Community Centre Planting Bed

1. Recommendations

- 1.1. Members to note the report.

2. Background

- 2.1. The Chair of Environment Committee, enquired as to the maintenance of the planting bed outside of the Buckingham Community Centre and suggested its renovation would make a good community project.
- 2.2. The planting bed belongs to Buckinghamshire Council, under the responsibility of their Parks Team. Following conversations with our colleagues in County, the Parks Team were receptive to renovation proposals from any local organisation.
- 2.3. Mr Lionel Weston as expressed an interest in replanting the area to commemorate the 80th anniversary of the DDay landings. He is speaking directly to the Parks Team at the County Council, to explore his proposals in more depth.
- 2.4. The Town Council's Estates Team has offered to put the County Council in contact with other local schools or volunteer organisations, should more resources be required.





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 to maximise public awareness and access to information	Number of contacts made	Resources Committee	Annual public information displays at Annual Town Meeting, Spring Green Fair and Celebrate Buckingham.
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 are promoted by the council.</p>
4.	Consultation on the Buckingham Neighbourhood Plan refresh		Planning Committee	Consultation rolled out 2022/2023

	will enable detailed consultation on the proposed changes.			
5.	Encourage the formation of Local Climate Action Groups.	One formed	Climate Champions	A Community Climate café hosted it's first meeting on 22 nd April 2023 @ 10am in Buckingham Library and also attended Celebrate Buckingham to consult on the public's climate priorities.
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 and vehicles.	Actions implemented	Resources Committee	Procuring clean energy wherever possible and reducing the amount of energy that must be procured. The Town Councils aims to achieve the best value in terms of pricing, but also maximising value from these contracts, including a review of the carbon footprint of the supply and an environmental performance of the supplier.
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, utilising clean energy and reducing the amount of energy that must be procured.



9.	Offset carbon emissions by planting more trees (whenever possible)	One tree planting project per year	Environment Committee	Over the last five years the Town Council have planted 1553 new trees in the parish of Buckingham. Plans are in place to plant an additional 3718 new trees at Buckingham's new Cemetery and other greenspaces across the town.
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 400 participants/attendees, as part of the existing Events Management Plan. A summary of which, is reviewed by TC&E Committee.
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 (large or small) with our developing set of 'zero carbon planning questions' • Protecting against the needless destruction 	% 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	



	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. 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 pupils at 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	<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 and within its Traders' Booking Form. The plastic-free message was promoted as part of the 'Rubbish Campaign' and launch of the water bottle refill station in Chandos Park.
17.	Implement waste education and promotional campaigns.	Number of interactions through social media and with groups including schools	Resources Committee	The last two Local Democracy Week events have focused 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 next review of the Investment Policy Strategy.



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.	Additional cycle racks with each development	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 2023 featured 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	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 plans to purchase other electric powered machinery, such as ride-on mowers.

	their usable life, aiming for full replacement with electric vehicles by 2030.			
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 will be installing five additional picnic benches in Bourton and Chandos 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.
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
28.	Advise residents on steps to increase resilience	Increased number of residents	Environment & Resources Committee	



		signed up to the Flood Warden Scheme		at risk will be written to each year with details of the Council's plan and sources of support.
29.	Promote the community flood warden scheme	Increased number of residents signed up to the Flood Warden Scheme		
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 and a second bulb planting event is planned for Winter 2023. Six new bird boxes are installed in Bourton Park by volunteer, Michael Hunt. Providing nesting sites for small birds and monitoring biodiversity in our parks. Tiny Forest installed within Bourton Park 2023.
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. Creation of edible planters/troughs outside the community centre and cattle pens. The new system of planting should require less watering and be tolerant of the hotter summers caused by climate change. Once the plants have established, the planters will be advertised as a community herb garden, encouraging residents/visitors to help themselves.
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. Large sections of the Bypass are planted with wildflower seed, and many rare wildflowers and orchids have been spotted growing within our unmown sections of the grass verge. If patches of wildflower are identified within the cemetery or roadside verges, they are avoided by the mowers and left to go to seed. E.g., Bee Orchids on the Gawcott roundabout.
35.	Each year allocate a section of land to be planted with wildflowers.	One per year	Environment Committee	The Town Council has planted the equivalent of 16 tennis courts of wildflowers since 2017. Wildflowers were distributed at 2023's Spring Green Fair and Celebrate Buckingham.
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	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	Future agenda of Environment	Planning Committee and Environment Committee	To be reviewed following resolution of devolution discussions.

	Chandos Park, Bourton Park and Heartlands as parkland.	Committee 2019/20		
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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 AGREED the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		For Feb
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	This project will need to be restarted.	Paused
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	Offer received and legal team have been instructed to start transfer process	On agenda
Environment	632/22	Rent review Chandos Bowls Club and Tennis Club	Cllr. Gateley Proposed, Cllr. Willett Seconded and Members unanimously AGREED .	Estates Manager	Meeting with Tennis club been held and awaiting one with Bowls Club	On going
Environment	70/23 193/23	Bourton Park bridges.	Members agreed to add the bridges to the action list. Cllr. Stuchbury Proposed an explanatory press release regarding the current status of the bridges. Cllr. Harvey Seconded. Member unanimously AGREED .	Estates Manager Deputy Town Clerk		To be finalised as the ROW application has just been submitted.
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		Feb/March
Environment	192/23	Solar panels - Buckingham Community Centre	A request will be made to the Town Clerk for an update on Community Centre solar panels.	Town Clerk	The alarm issue needs resolving first.	On agenda
Environment	PS 2/10/23	Linden Village green spaces/ maintenance	The Estates Manager to contact the resident who attended the public session. The resident expressed concerns about the lack of river maintenance and repair and the exposed cable near the children's park.	Estates Manager		On agenda
Environment	333/23	Mowing responsibilities	Members agreed that we bring to a Committee meeting details of our mowing responsibilities.	Estates Manager		On agenda
Environment	344/23	Bus shelter repairs	Member agreed a press release when Purdah has ended and the repairs to the bus shelter are complete.	Deputy Town Clerk	On press release list.	