

Minutes of a meeting of **The Full Council** of Buckingham Town Council held on Monday 18<sup>th</sup> December 2023 at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

**Present:** Cllr. R. Ahmed  
Cllr. M. Cole JP  
Cllr. L. Draper  
Cllr. M. Gateley  
Cllr. J. Harvey  
Cllr. A. Mahi  
Cllr. H. Mordue  
Cllr. J. Mordue  
Cllr. L. O'Donoghue  
Cllr. A. Osibogun Vice-Chair  
Cllr. A. Ralph  
Cllr. A. Schaefer Town Mayor  
Cllr. M. Try  
Cllr. R. Willett

**Via Zoom:** Cllr. R. Stuchbury

**Also present:** Ms. C. Molyneux Town Clerk  
Ms. P. Cahill Committee Clerk

**Absent:** Cllr. G. Collins  
Cllr. F. Davies

No members of the public attended and so there was no public session.

**497/23 Apologies for absence**

Members received and accepted apologies from Cllr. Collins and Cllr. Davies.

**498/23 Declarations of interest**

There were none.

**499/23 Minutes**

Members agreed as a correct record the minutes of the meeting of the Full Council meeting held on 30<sup>th</sup> October 2023.

**500/23 Interim minutes**

Members agreed as a correct record the minutes of the Interim Council meeting held on 27<sup>th</sup> November 2023.

Cllr. Draper arrived 19:02.

**501/23 Planning Committee**

Members received the minutes of the Planning Committee meetings held on 9<sup>th</sup> October 2023 and 6<sup>th</sup> November 2023.

**502/23 Town Centre and Events Committee**

Members received the minutes of the Town Centre and Events Committee meeting held on 25<sup>th</sup> September 2023.

Recommendation (minute 318/23): Members noted the Town Centre & Events report - The role of the Lead Councillor.

**503/23 Environment Committee**

Members received the minutes of the Environment Committee meeting held on 2<sup>nd</sup> October 2023.

**504/23 Resources Committee**

Members received the minutes of the Resources Committee meeting held on 16<sup>th</sup> October 2023.

**505/23 Bank signatories**

Members formally **AGREED** the bank signatories as Cllr. Schaefer, Cllr. Cole JP, Cllr. Stuchbury, Cllr. Davies and Cllr. O'Donoghue and **AGREED** the signing schedule.

**506/23 Pride flag**

Members received a report from the Town Clerk.

It is recommended that Members decide between Options 5.1 and 5.2, to raise the recognised flag either:

Option 5.1 - On the 1st of June (which is the current situation).

Option 5.2 - For the month of June (Excluding days when there is a clash, for instance, Armed Forces Day.)

Cllr. Harvey Proposed that the recommendation is considered following Cllr. Willett's motion. Cllr. O'Donoghue Seconded and Members unanimously **AGREED**.

**507/23 Motion: Cllr. Willett**

<p>As a Town Council we believe Equality, Diversity and Inclusion are the pillars on which Buckingham Town stands strong. Flag raising is one way that we can show this support for our local residents and show how, as a Town Council that we can be inclusive and welcoming to all members of our wonderful town. The council therefore agrees that the LGBTQIA+ Flag (seeking necessary permissions if required) be raised on the 1st June for a month (with exceptions to other days that may have flags to be raised) to support the LGBTQIA+ Community within Buckingham Town and the wider nation.</p>
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Cllr. Harvey Seconded.

Members unanimously **AGREED** to consider each point separately.

Members discussed the following regarding extending the period of time that the flag is flown from one day to one month:

A vote was taken on whether the flag should be flown for a month and the result was:

For: 8

Against: 4

Abstention: 2

This part of the motion was carried.

Second part of the motion: to replace the flag.

### **BTC/06/23**

The Town Clerk explained that the rainbow flag is the internationally recognised flag; we would have to apply for planning permission to fly a non-standard flag, the cost of which would be approximately £400.

Cllr. Harvey Proposed an amendment to the second part of the motion: to fly the six colour flag for one month and to write to our MP to ask for his support that the progress flag be added to the list of approved flags. Cllr. Ahmed Seconded.

Proposed by Cllr. Harvey and Seconded by Cllr. Ahmed and unanimously **AGREED** by Members that the rainbow flag is flown for the whole month.

Proposed by Cllr. Harvey, Seconded by Cllr. Willett to write to the MP. A vote was taken, and the result was:

For: 9  
Against: 3  
Abstention: 1

**ACTION TOWN CLERK**

### **508/23 Motion: Cllr. Willett**

"This Council has a proud history of supporting our Armed Forces. To commemorate their sacrifice and to celebrate all of our service personnel, on the 29<sup>th</sup> June each year, we shall raise the armed forces flag."

Cllr. O'Donoghue Seconded the motion.

Cllr. H. Mordue informed Members that it is the 'Armed Forces Day' flag, not the 'Armed Forces' flag. Cllr. Willett agreed to amend the motion to this effect. Cllr. O'Donoghue Seconded the amendment and Members unanimously **AGREED** the motion.

**ACTION EVENTS COORDINATOR**

### **509/23 Motion Cllr. Harvey**

"Every year, Workers Memorial Day happens on 28 April to commemorate people who have died or been seriously injured in the course of their work. Around the world:

- > One worker dies every 15 seconds worldwide.
- > 6,000 workers die every day.
- > More than two million men and women die as a result of work-related accidents and diseases
- > Workers suffer approximately 270 million accidents each year, and fall victim to some
- > 160 million incidents of work-related illnesses
- > Hazardous substances kill 440,000 workers annually – asbestos claims 100,000 lives

This council agrees to lower our flag to half-mast on that day in 2024"

Seconded by Cllr. Ahmed.

Members commented that there may be strict protocol about flying the flag at half-mast; it could also be misinterpreted.

Cllr. Harvey suggested an amendment: That this Council agrees to put a display in the window of the Chamber to highlight this day. Members unanimously **AGREED**.

**ACTION EVENTS COORDINATOR**

### **510/23 Amendment to the Financial Regulations**

Members received a report from the Compliance and Projects Manager.

It is recommended that Members resolve to amend Financial Regulation 5.2 to reflect the changed wording in point 3. below.

## **BTC/06/23**

... The signed schedule shall include a unique sequential number allocated to each payment list and be presented to the next appropriate Full Council or Resources committee as an agenda item for endorsement...

Cllr. Schaefer Proposed, Cllr. O'Donoghue Seconded and Members unanimously **AGREED.**

**ACTION COMPLIANCE & PROJECTS MANAGER**

### **511/23 Election costs**

Members noted the election costs breakdown and **AGREED** the payment of £20,748.

The Town Clerk has queried the apportionment of the election cost and was advised that, as the two votes for the Unitary election were received in advance of the number of signatures required for the town, the Unitary ones had already been submitted before the number of required signatories were received; this resulted in the costs not being split. The Town Clerk confirmed that there is enough in our general reserve, and this will be costed against elections.

Cllr. Gateley Proposed, Cllr. Try Seconded and a vote was taken. The result was:

For: 8  
Against: 0  
Abstention: 6

### **512/23 New cemetery - timeline request – officer time**

Members received a report from the Town Clerk.

It is recommended that Members agree one of the below three options:

Short summary

Detailed report

Full research project

Cllr. Mordue Proposed a short summary, Cllr. Gateley Seconded and Members unanimously **AGREED.**

**ACTION TOWN CLERK**

### **513/23 Awards procedure**

Members received a report from the Town Clerk.

It is recommended that Members agree the Awards policy.

Members received the minutes of the Awards Group Working Group meeting.

Cllr. Harvey Proposed, Cllr. Gateley Seconded and Members unanimously **AGREED** the recommendation.

### **514/23 To receive reports from Buckinghamshire Council Councillors**

Cllr. Osibogun recapped what has been achieved over the past year:

- National funding for road repairs and Buckinghamshire Council's contribution.
- Gritting of roads – if there are specific concerns about a lack of gritting then this should be reported on FixMyStreet.
- Funding has been agreed for repairs to footpaths in Market Hill and should take place next year.
- Successful Ofsted inspections for Buckinghamshire schools.
- Relocation of Furze Down sixth form.
- Local Plan.
- Homelessness – successful rehousing of the two homeless gentlemen in Buckingham.
- Warm spaces, including Buckingham Library. A link and contact number for use if someone is in need will be sent to the Town Clerk.
- Climate change: reduced emissions by 73.4% which means that we are in line to meet and possibly exceed targets; planting of 145,000 trees across Buckinghamshire, including in Bourton Park.

## **BTC/06/23**

- Banking Hub – commended Cllr. H. Mordue who led this initiative.

Cllr. H. Mordue:

- Has attended 49 meetings since the last report to Full Council.
- Has been asked to join the Silverstone Circuit Liaison Group to represent the north of the town.
- Has joined the Bedfordshire, Luton, and Milton Keynes Joint Health Care Scrutiny Committee.
- Informed Members that the Street Collection Licence has been adopted by Buckinghamshire Council; this imposes restrictions on charities, for example door to door collections must be finished by 8pm.
- The cross party working group is looking at boundary changes and how they affect elements in the constitution.

Cllr. Willett asked why restrictions would be imposed on charities. Cllr. H. Mordue explained that it is so that there is one policy for the whole of Buckinghamshire.

Cllr. O'Donoghue asked for clarification about the working group. Cllr. Osibogun confirmed that there will be an end date and that this is a cross party group.

Cllr. Harvey thanked the four Shire Councillors for being part of our Town Council. He questioned the new arrangements, coming into force on 1<sup>st</sup> January 2024, for taking rubbish to the tip. The new system looks like it will make things worse for local people and tradespeople – were these people consulted?

Cllr. H. Mordue confirmed that this came down from the government, but it is up to councils how they interpret and deal with it. Buckinghamshire has implemented a system where you must apply online for a licence.

Cllr. Willett questioned the quality of repairs, specifically at the bottom of Western Avenue near the Brackley Road. Cllr. H. Mordue responded that inspectors do undertake a random inspection of pothole repairs and advised that issues should continue to be reported on FixMyStreet. Cllrs. Mordue, Osibogun and Schaefer can be contacted to raise points with the local area technician.

Cllr. Schaefer:

- Attended their first Council meeting.
- Will be joining the Health and Social Care Select Committee.
- Has met with the area technician.
- Informed Members that work has been raised to replace a collapsed section of piping which hopefully will relieve some of the flooding issues at Nelson Street. This work should take place early in the New Year.

## **515/23 Climate Emergency Action Plan**

Members received and noted updates to the Climate Emergency Action Plan.

## **516/23 Code of Conduct**

Members noted the response from Buckinghamshire Council.

## **517/23 Action list**

Members reviewed and discussed the Action Report.

## **BTC/06/23**

Cllr. Cole asked that MHDP on pages 35 and 36 are corrected to BNDP and that enquiry is amended to inquiry on page 37. Regarding the Moreton Road III Planning Inquiry, a decision will be issued on or before 4<sup>th</sup> March 2024.

## **518/23 Reports from representatives on outside bodies**

Members noted the reports listed below:

Minutes of Buckingham Youth Club AGM 27<sup>th</sup> September 2023.

## **519/23 Mayoral engagements**

Members received a list of events attended by the Mayor.

Functions the Mayor has attended:

23/09/2023 Opening of the new Buckingham Pauline Quirke Academy  
28/09/2023 Almshouses Charity Board meeting  
29/09/2023 High Sheriff of Buckinghamshire civic Quaker meeting of worship  
12/10/2023 Pontio meeting  
24/10/2023 Royal British Legion's poppy appeal launch  
09/11/2023 Aylesbury Town Council's Remembrance Service, St Mary's Church, Aylesbury  
10/11/2023 Royal Latin School Remembrance Service  
10/11/2023 Attended Finmere Primary School assembly to thank children for submissions to mayor's Christmas card competition  
12/11/2023 Buckingham remembrance parade  
23/11/2023 Photo at Royal Latin School 600 year anniversary plaque in Chandos Chapel  
23/11/2023 Christmas Light switch-on  
07/12/2023 Attended Buckingham School assemblies to thank students for Christmas card submissions

## **520/23 Chair's announcements**

No announcements.

**521/23 Date of the next meeting:** Interim Council: Monday 8<sup>th</sup> January 2024  
Full Council: Monday 18<sup>th</sup> March 2024

## **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. Members unanimously **AGREED**.

## **522/23 New HR provider**

Cllr. Harvey Proposed, Cllr. O'Donoghue Seconded and Members unanimously **AGREED** the following recommendations from the Resources Committee:

522/23.1 To accept Company 1 and appoint them as HR advisors to the Council for the contract period of 60 months (with a 36-month break clause) with optional extras: tribunal insurance, H&S defence insurance, insurance admin fee.

522/23.2 To delegate to the Clerk to investigate whether any payroll service included in the approved proposal is sufficient to meet the Council’s needs and, if so, to switch the payroll contract to the new contractor at an appropriate time.

Meeting closed at 20:24pm

Signed ..... Date .....

DRAFT