

**E/06/24**

Minutes of a meeting of the **Environment Committee** of Buckingham Town Council held on Monday, 7<sup>th</sup> April 2025 at 7pm in the Council Chamber, Cornwall's Meadow, Buckingham.

**Present:**

Cllr. T. Allen	
Cllr. F. Davies	Chair
Cllr. L. Draper	Vice Chair
Cllr. M Gateley	
Cllr. J. Harvey	
Cllr. A. Mahi	
Cllr. A. Ralph	
Cllr. A. Schaefer	
Cllr. R. Stuchbury	

**Also present:**

Mr. L. Phillips	Estates Manager
Ms. C. Molyneux	Town Clerk
Ms. P. Cahill	Committee Clerk

**Absent:** Cllr. L. O'Donoghue

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

**663/24 Apologies for Absence**

Members received and accepted apologies for absence from Cllr. O'Donoghue.

**664/24 Declarations of Interest**

There were no declarations of interest.

**665/24 Minutes**

Members agreed the minutes of the Environment Committee meeting held on 17<sup>th</sup> February 2025.

**666/24 Budgets**

Members received and noted the latest figures. The Chair thanked the Town Clerk and her team for their diligent work.

**667/24 Motion: Cllr. Ralph**

In recognition of his contribution to Buckingham over many years and the esteem and affection in which he was widely held, I propose that this Committee recommend to the Full Council that the new allotments located adjacent to the new cemetery be named 'The Derrick Isham Allotments.'

Cllr. Stuchbury Seconded.

Cllr. Harvey put forward his belief that naming after Councillors can seem self-aggrandising.

**E/06/24**

A vote was taken, and the result was:

For: 8  
Against: 1  
Abstention: 0

**668/24 Railway Walk Conservation Group**

Members received a report from the Estates Administrator.

- 1.1 Members agree to allocate £700 from 262/4276 Conservation Volunteers and to accept and allocate £200 from Maids Moreton Avenue Conservation Group to fund an additional three sessions of the Trust for Conservation Volunteers (TCV) with the Railway Walk Conservation Group.
- 1.2 It is recommended that a review of the Town's volunteer conservation provision be undertaken in the summer.

The Town Clerk explained that the Maids Moreton Avenue Conservation Group are no longer running; we will look at our conservation groups after the summer and see how we can support them.

**ACTION TOWN CLERK**

Cllr. Draper asked if a usage survey has been completed for the Railway Walk. The Estates Manager confirmed that some monitoring of usage will be undertaken for the new footpath.

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

**669/24 Community Centre floor quotes**

Members received a report from the Estates Manager.

Recommendation: Members agree to appoint County Flooring to carry out the repairs to the Community Centre floor at a cost of £7,553.60 (excluding VAT). Funds to be taken from budget Community Centre/Structural Repairs (261/4085).

The Estates Manager explained the damage that has been found and the repairs that are needed.

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

**670/24 Community Centre roof**

Members received a report from the Estates Manager Town Clerk.

Recommendation: Members agree to proceed with obtaining quotes to replace the southern face of the roof of the Buckingham Community Centre .

The Town Clerk explained that the funding must be spent in this financial year. The additional funding will be reserved for solar panels to be added at a future date.

7<sup>th</sup> April 2025

page 2 of 5

*PUBLIC SECTOR EQUALITY DUTY 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, or equalities considerations, other than those stated in the minutes.*

Initial .....

Cllr. Harvey asked if solar panels can be added when the roof is replaced. The Estates Manager explained that it is not possible for this type of building; he did look into it and the advice given is that a system where the panels sit above the roof is more suitable for this type of building.

The Town Clerk confirmed that when we go to quotes, we will ask again about the feasibility of including solar panels. **ACTION ESTATES MANAGER**

Cllr. Draper Proposed, Cllr. Schaefer Seconded and Members unanimously **AGREED** the recommendation.

**671/24 Brackley Road Cemetery**

671/24.1 Cemetery fees – to receive a report from the Estates Manager.  
It is recommended that Members agree the cemetery fees for Brackley Road Cemetery listed within the table below.

<b>Brackley Road Cemetery fees:</b>	<b>Residents Fee 2025/26 uplift 3.4%</b>	<b>Non-residents Fee 2025/26 uplift 3.4%</b>
<b>Price to purchase a plot: for 99 years:</b>		
Single Plot – single	£627	£1,255
Double - Side by Side	£1,125	£2,249
Childs Plot (under 18) Cost paid by CFF*	£627	£1,255
Cremated Remains	£143	£566
<b>Interment Fees:</b>		
Single Depth – Adult	£491	£982
- Child (under 18) Cost paid by CFF*	£490	£982
Double Depth	£566	£1,132
Re-open an Existing Grave	£490	£982
Digging Fee for Ashes	£144	£286
<b>Memorial Permits:</b>		
New memorial	£142	£287
Additional Inscription	£68	£144
Memorial permit – (Child under 18) Cost paid by CFF*	£142	£287
<b>Miscellaneous:</b>		
Search Fee	£27	£56
Use of Chapel	£75	£150
Duplicate Deed	£28	£56
Transfer Deed	£28	£56
Deed Renewal Fee	£28	£56
Memorial Seating	Price on request	

7<sup>th</sup> April 2025

page 3 of 5

*PUBLIC SECTOR EQUALITY DUTY 2010/CRIME AND DISORDER ACT, 1988: the decisions made during the course of the meeting were duly considered and it was decided that there were no resulting direct or indirect implications in respect of crime and disorder, or equalities considerations, other than those stated in the minutes.*

Initial .....

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

671/24.2 Handbook updates – to receive a report from the Estates Administrator.

Recommendation: Members agree to the following amendments to the Brackley Road Cemetery Handbook.

Section no.	Addition or Change	Reason/details/Notes
App. C	Updated Fees	Updated fees as already agreed.
4.2	Memorials for cremated remains must not exceed a height of 4 inches.	Update and clarification of memorial requirements for cremated remains plots.

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

**672/24 Lace Hill Community Centre fees**

Members received a report from the Town Centre and External Facilities Manager.

1.1 It is recommended that Members agree the increased room hire rates as proposed below and continue to offer ‘10 for the price of 9’ as a long-term booking incentive.

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£13	£16	£15	£19
Adult / Commercial	£15	£21	£18	£35.50

*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.*

1.2 It is recommended that Members note the pitch fees will rise by 4% as per the hire agreement with Buckingham United.

Cllr. Schaefer Proposed, Cllr. Ralph Seconded and Members unanimously **AGREED** the recommendations.

E/06/24

673/24 Date of next meeting: Monday 9<sup>th</sup> June 2025.

**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**.

**674/24 Cemetery Lodge**

Members received a report from the Estates Manager/Town Clerk.

Recommendation: Members agree to delegate to the Estates Manager to renegotiate the Cemetery Lodge rental fee from a minimum of 5% up to a maximum to be set by this Committee.

Cllr. Allen declared an interest and left the meeting at 7:56 pm

Cllr. Harvey Proposed an amendment: that the Estate Manager negotiates an increase between the RPI and 5%. Cllr. Gateley Seconded and Members unanimously **AGREED**.

Members unanimously **AGREED** the substantive Motion.

Meeting closed at 7:58pm

Chair .....

Date .....