



Buckingham Town Council

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Town Clerk: Claire Molyneux

FULL COUNCIL

Wednesday, 10 September 2025

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held on Monday 15th September 2025 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, 3.f, and 3.g, which will last for a maximum of 15 minutes. A member of the public shall not speak for more than 3 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 as a correct record the minutes of the meeting of the Full Council meeting held on 7th July 2025 and the Extraordinary Full Council meeting held on 18th August 2025.

[Copy previously circulated](#)
[Copy previously circulated](#)

4. Planning Committee

To receive the minutes of the Planning Committee meetings held on 16th June 2025 and 14th July 2025.

[Copy previously circulated](#)
[Copy previously circulated](#)

Twinned with Mouvaux, France;



Neukirchen-Vluyn, Germany



Valmadrera, Italy



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.

5. Town Centre and Events Committee

To receive the minutes of the Town Centre and Events Committee meeting held on 2nd June 2025.

[Copy previously circulated](#)

6. Environment Committee

To receive the minutes of the Environment Committee meeting held on 9th June 2025.

[Copy previously circulated](#)

7. Resources Committee

To receive the minutes of the Resources Committee meeting held on 23rd June 2025.

[Copy previously circulated](#)

8. Motion: Cllr. Harvey

"This Town Council stands in support of the campaign to make play, parks, open spaces and playgrounds to be more designed for girls and young women, not just boys and young men, (see <https://www.makespaceforgirls.co.uk/>), and we will make sure we consider and engage with young women and girls when developing and planning play activities and spaces (as well as others of course!) To this end, we agree to ask the Town Clerk to produce a report to assemble existing measures (including those detailed in the draft Neighbourhood Plan) and propose what more the Town Council might do in support of this campaign."

9. Affordable housing/key worker housing

To note the following two documents, provided by Cllr. Stuchbury, which offer relevant information:

[Overview of key service area priorities 2025](#)

[Housing Strategy update July 2025](#)

10. Annual Governance & Accountability Return (AGAR) 2024/25

To note that the Council have not received the external auditor's report and may therefore need an extraordinary meeting to comply with statutory timescales.

11. To receive the notes of the presentation from Buckinghamshire Highways on the updates to Railway Walk.

[Appendix A](#)

12. Badges

To receive a report from the Town Clerk.

[BTC/63/25](#)

13. Meeting with Stagecoach Representative

To receive a report from the Town Clerk.

[BTC/64/25](#)

14. To receive and question reports from Buckinghamshire Council Councillors**15. Reports from representatives on outside bodies**

No reports have been received.

16. Action list

To review and discuss the action report.

[Appendix B](#)

17. Mayoral engagements

To receive a list of events attended by the Mayor and Deputy Mayor.

Functions the Mayor has attended:

11/07/25 Medical Faculty Graduation University of Buckingham

15/07/25 Opening of The Bridge - Harvey's House - Buckingham Secondary School

22/07/25 Oxford Fiddle Group

24/07/25 Art in The Market

26/07/25 Street Food Fair

27/07/25 Lace Hill Fun Day

31/07/25 Duck Race
02/08/25 Tennis Club open day
12/08/25 Buckingham in Bloom awards at Larder Café
15/08/25 VJ Day Commemoration and Flag Raising – Buckingham
15/08/25 VJ Day Commemoration – Bedford
16/08/25 Skatepark Event Buckingham
19/08/25 Mrs Armitage on Wheels - Chandos Park
21/08/25 Buckingham in Bloom Businesses Presentations
24/08/25 Bandjam
27/08/25 Artwork unveiling
03/09/25 Merchant Navy Day Flag raising
03/09/25 Woolpack Buckingham in Bloom Award giving
04/09/25 Opening of Dragon Bay Chinese Takeaway
06/09/25 Dog Show
09/09/25 Paynes Court Community Garden Award Presentation

Functions the Deputy Mayor has attended:

18. Chair's announcements - for information only

19. Date of the next meeting:

Interim Council: Monday 13th October 2025
Full Council: Monday 2nd November 2025

To:

All Councillors

Railway Walk Briefing – Summary (21 August 2025)

- **University of Buckingham (UoB) Support**
UoB supports the scheme, but full route connectivity will take time. Some early work may not be permanent.
- **Drainage Issues**
A well on site is causing drainage issues. Existing flood controls are in place, but more work is needed on gravel retention and water flow.
- **Bath Lane Bridge**
A 1.4m guard rail is being considered for safety improvements.
- **Path Ends at UoB Land**
Work will stop at Station Terrace, where UoB land begins. The section through the university car park poses design challenges without removing parking. No firm agreement yet on whether Phase Two can be funded in the long term. The route is currently permissive but could be secured by a bridleway order. Future planning will require UoB to maintain the route through their land.
- **Funding Deadlines**
Money from both funding sources must be spent by April 2026 and April 2027. There may be an option to extend if route changes are needed.
- **Southern Section (BTC Land)**
 - Follows the old railway embankment.
 - Full 4m width not possible due to vegetation, but 2.5–3m is achievable.
 - Some minor tree loss expected (small branches or low canopy), along with clearing of dead or diseased trees.
 - Path width will vary naturally along the route.
- **Path Construction**
 - Existing base will be built up to reduce flooding.
 - New surface will be flat and impermeable.
 - Solar studs will be used only where effective (e.g., not under heavy tree cover) to highlight edges or turns.
- **Vegetation Clearance**
Will be carefully planned. Arboriculture officers will assess trees before work begins. Trees of concern are already noted.
- **Southern Access (A421)**
Access point will be widened, with new signal controls and a maintenance bay installed near the gate (on highways land).
- **Tingewick Road – Speed & Lighting**
Lighting will be added on the approach to the path.

The road may need a new speed limit (likely 30mph) depending on the impact of the crossing.

- **Accessibility**

Path gradient is being designed with wheelchair users in mind. The target is a 5% slope, and the project aims to come as close as possible.

- **Bridge Drainage & Maintenance**

Drainage systems on bridges need inspection. Current records are poor. Any needed repairs will be BCC Property's responsibility, and they are being informed.

- **Spoil & Material Use**

Minimal digging – most work involves vegetation removal and importing new fill material to build up the path.

- **Road Crossings**

- **Northern end:** Will have PRT guard rails.
- **Southern end:** Staggered crossing with gated access and dropped kerbs; no major safety concerns.
- A **Toucan crossing** is planned and can be adjusted in future if traffic volumes change due to roadworks or other developments.

Buckingham Town Council
Full Council
Monday 15th September 2025

Contact Officer: Town Clerk

Councillor Badges

1. Recommendations

1.1. It is recommended that members chose from the following three badge options.

2. Background

2.1. At the last council meeting members tasked the Town Clerk to investigate options for new councillor badges.

3. Option 1

Current supplier - NOT LOCAL

Following negotiation - the below options are for badges with pins and are identical to the current badges. They do not offer a magnetic alternative.

QUOTE A

£148.50 each

***QUOTE B**

£82.50 each for x5 badges

***QUOTE C**

£65.00 each for x10 badges

Price for shipping would be between £11.00-£13.00

* Badges can be printed with the BTC logo in advance. Names of new Councillors added as and when required. Should 10 be ordered at a cost of £650 the budget would need to be taken from contingencies.

4. Option 2

NOT LOCAL

All badges are individually engraved with a printed logo. Supplied with a clear enamel dome finish.

QUOTE A

Pin badges

£8.70 each

QUOTE B

Magnetic badges

£9.40 each

Delivery £3.95

5. Option 3

LOCATED WITHIN A 10 MILE RADIUS OF BTC OFFICE

Premium quality badge – Digitally printed – Resin coated

QUOTE A

Pin badges

£3.45 each

No delivery charges as they would hand deliver.

QUOTE B

Magnetic badges

£4.10 each

No delivery charges as they would hand deliver.



Sample: Gold laminate and resin badge with printed name

Buckingham Town Council
Full Council
Monday 4th November 2024

Contact Officer: Town Clerk

Meeting with Stagecoach Representative

1. Recommendations

- 1.1. It is recommended that Members agree that the Town Clerk, Mayor and Cllr. Harvey meet informally with a representative of Stagecoach.

2. Background

- 2.1. At the last meeting it was agreed that the Town Clerk would write to local bus companies urging them to consider “the town's employees/employers, residents and visitors to the town and the whole local nighttime economy, when deciding timetables, and to invite them to meet with Town Council officers/members to discuss these matters further”.
- 2.2. A representative of Stagecoach has agreed to an informal Teams meeting to discuss the issues raised. It is therefore recommended that the Town Clerk, Mayor and Cllr. Harvey (who raised the original motion) accept that offer and report back to a future meeting of Full Council.

Minute No.	Action	Action Required	Update	Deadline
386.2/21	Public Health Meeting to discuss healthcare provision in Buckingham	Members AGREED to leave it on the action list and review it at an appropriate time.	Events in progress	Open
632/21	Two-part approach and arts and cultural centre funding	<p>1.1 It is recommended that from now onwards the Council takes a two-part approach to all large new developments, of providing a response to the planning applications, but also providing a S106 request in detail at the earliest possible stage, making it clear that this in no way detracts from any overall opposition to a development.</p> <p>1.2 The Council requests that the Sport and Leisure contributions for both Osier Way and Moreton Road requests are allocated towards the cost of providing an arts and cultural venue in Buckingham.</p> <p>Members agreed unanimously</p>	Requests submitted. With BNDP	Ongoing
395	Consultation on future development - Motion by Cllr. Stuchbury.	That Buckingham Town Council seeks an early meeting with the appropriate Buckinghamshire Council officers to obtain the maximum amount of information relating to future development plans for Buckingham. Key areas include, but are not limited to, housing numbers, highways development infrastructure and education provision as they relate to the revised Buckingham Neighbourhood Plan. Any such plan needs to be drafted in a robust and legal manner, thus recognising and being capable of informing future decisions by Buckingham Town Council.	With BNDP - Process underway	Ongoing
454/22	St. Rumbold's Field green spaces	<p>It is recommended that members agree that the adoption is dependent on:</p> <p>a) The completion of all required elements to a sufficient standard, including footpaths, street furniture, planting as per the agreed plans (to be confirmed by BTC officers following legal advice).</p> <p>b) The public right of way crossing St. Rumbold's Park is completed and open to the public and access to Gawcott Road is resolved.</p> <p>c) Means of vehicular access to St. Rumbold's Park is provided from either Penda Road or Oswald Way.</p> <p>It is recommended that Members agree to take specialist legal advice with the costs to come from the commuted sum.</p> <p>It is recommended that Members agree to allow the Town Clerk to negotiate on the Town Council's behalf but not to accept a commuted sum. AGREED unanimously.</p>	Waiting on the adoption of drainage and final snagging	Ongoing

Minute No.	Action	Action Required	Update	Deadline
557	Motion - Cllr. Stutchbury	Cllr. Stutchbury - that we should write, at the appropriate time, to King Charles and invite him to visit Buckingham. Seconded by Cllr. Mahi and unanimously AGREED.	Four positive responses received. Meeting date to be arranged	Ongoing
258/23	Invitation to the King to visit Buckingham	Recommendations AGREED: It is recommended that Members agree to establish a single meeting working group to compose an invitation to King Charles. It is recommended to invite an expert from the Lieutenancy to address the working group to offer advice and the latest guidance from the palace.		
361/24 4/11/24	Action list	Due to a likely change in requirements, Members AGREED that the Town Clerk should contact the Lord Lieutenancy to consult on inviting the King to Buckingham. Cllr. Harvey Proposed that a final decision is deferred until Members have looked carefully at the criteria. Cllr. Schaefer Seconded. Members unanimously AGREED. .		
720	Motion - Cllr. Stutchbury	Motion: It is proposed that Buckingham Town Council includes within its local neighbourhood plan, draft policies to cover a health provision contribution in any S106, CIL, SIL or similar agreement in all future developments. Considering the historical experience in respect of contributions from developments within the parish of Buckingham not being forthcoming, we would expect any property development site in Buckingham of X houses to include a contribution to Buckingham Primary care (including dental and community services), thus mitigating the additional burden imposed on primary healthcare by the additional residents created by any such developments. It is envisaged the addition of this policy to the Buckingham neighbourhood development plan, would allow a close collaborative working arrangement with Buckinghamshire Council, NHS England and the relevant parts of the NHS that work locally and regionally, to ensure this takes place .Importantly, it should be the case that such funds can be accrued, avoiding a piecemeal scenario, so necessary finance is available and in place, to meet the community's health needs and provision in the future.	Moved to BNDP	ongoing
379/23	Cemetery consultation and resolution	Cllr. Stutchbury Proposed that we ask Officers to write a summary of the main hurdles in reaching this conclusion. Seconded by Cllr. Willett. Members unanimously AGREED	Will be completed at the appropriate time.	

Minute No.	Action	Action Required	Update	Deadline
255/24 16/09/24	Motion: Cllr. Stuchbury	<p>In addition to the planned response to the Ministry of Housing, Communities and Local Government consultation on the draft National Planning Policy Framework scheduled to close <u>on 24 September</u>, Buckingham Town Council consider writing to our local Member of Parliament, once the results of the consultation are published, expressing our firm opinion on:</p> <ul style="list-style-type: none"> •The restoration of the 5-year housing land supply and the concept of tilted balance •Any increase in mandatory housing targets, increased density in urban areas, and introduction of deadlines for local plans. •What effect there may be on Buckingham residents and our essential infrastructure such as roads, sewage, GP surgeries and schools. 	Awaits publication	Post 24th September
314/24 14/10/24	Motion: Cllr. Osibogun	<p>It is Proposed that this Town Council seeks an urgent meeting with Buckinghamshire Council Highways Team at senior level, to discuss both long-term and short-term strategies for addressing highway maintenance and flooding, in line with current legislation.</p> <p>Buckingham Town Council also calls for improved planning, in line with current legislation (casework article), regarding infrastructure and drainage, including sewage, before development is undertaken and seeks a meeting with Buckinghamshire Council Planning Team.</p>	Letter to planning completed. Meeting delayed due to section 19 investigation. Other avenues being investigated.	
458/24 16/12/24	Motion: Cllr. Stuchbury - Flooding	... we write to Buckinghamshire Council, Milton Keynes Council, the Environment Agency, the Parliamentary Under-Secretary of State (Minister for Water and Flooding), seeking all documentation available from the original scheme, including proposals and construction plans.... Motion Passed.	Awaiting one final response from the Under-Secretary of State which is being chased. Responses received circulated to FC Members.	

Minute No.	Action	Action Required	Update	Deadline
630/24 17/3/25	Motion: Cllr. Harvey	<p>Recently Arriva reduced it timetable of X6 buses such that early morning and late night journeys between Buckingham and Aylesbury and Milton Keynes have been stopped. This is having a very negative impact on our hospital's ability to recruit and retain staff. No doubt other local services and businesses are similarly affected.</p> <p>This is part of a wider concern of late night/early morning connections on the Stagecoach X5 as well - along with our ongoing efforts to persuade National Express to allow the 737 service between Stansted Airport/Luton Airport and Oxford to stop at Buckingham en route</p> <p>This Council resolves to write to all these companies urging them to consider the town's employees/employers, residents and visitors to the town and the whole local nighttime economy, when deciding timetables, and to invite them to meet with Town Council officers/members to discuss these matters further.</p>	On agenda	
9/25.5 12/5/25	Preventing Sexual Harrassment Risk Assessment and Action Plan	<p>Cllr. Harvey Proposed amendments:</p> <ul style="list-style-type: none"> •Imbalance of power: that the x is moved from the 'no' column to the 'yes' column. •That young workers are clarified as 'under 18'. •That night working is clarified as 12am to 6am. •That a volunteers category is added. •That training is available to Members is added. <p>Members AGREED.</p>	Completed	
13/25 12/5/25	Members' allowances	Cllr. Harvey Proposed that we insert 'original' into the recommendation and take the 4.5% from the original proposal of the Independent Remuneration Panel to Buckinghamshire Council; this was a figure of £15,000 and the Members' allowance will be £675. Members unanimously AGREED .	Completed	
133/25 7/7/25	Motion: Cllr. Haydock	AGREED that the Town Clerk researches Councillor badge options at less than £50 per badge.	On agenda	
134/25 7/7/25	Motion: Cllr. Stuchbury	Members AGREED to form a Working Group to make recommendations to respond to the Buckinghamshire Council responses to Cllr. Stuchbury's questions regarding flooding concerns in the town.	In Progress	
135/25 7/7/25	Motion: Cllr. Harvey	AGREED: This Council resolves to write to the Chief Executive of Buckinghamshire Council to ask whether the recent landmark legal ruling in Lambeth might have an impact on the recent decision by the shire council to introduce significant changes to off-street parking in the county in the context the huge weight of public consultation against such changes.	Completed and response circulated	

Minute No.	Action	Action Required	Update	Deadline
146/25 7/7/25	S106 Sport and Leisure contribution for Land South of Bourton Road	Cllr. Stuchbury Proposed that we also add that Buckingham Town Council is given the first option to adopt the open spaces and that a request is included to build a toilet at the new allotments/cemetery. Cllr. Schaefer Seconded and Members unanimously AGREED .	Completed	
205/25 18/8/25	Amended Plans - land off Osier Way	Call in and oppose the Amended Plans.	Completed	