



# Buckingham Town Council

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Town Clerk: Claire Molyneux

RESOURCES  
COMMITTEE

Wednesday, 25 February 2026

Councillor,

You are summoned to a meeting of the Resources Committee of Buckingham Town Council to be held on Monday 2<sup>nd</sup> March 2026 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](mailto:committeeclerk@buckingham-tc.gov.uk) or call 01280 816426 for details.

The meeting can be watched live on the Town Council's YouTube channel here:

<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSlfcZC9Q/>

Claire Molyneux  
Town Clerk

## AGENDA

### 1. Apologies for absence

Members are asked to receive apologies for absence.

### 2. Declarations of interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

### 3. Minutes of last meeting

To agree the minutes of the Resources Committee meeting held on 12<sup>th</sup> January 2026.

[Copy previously circulated](#)

### 4. Budgets

To receive and agree the budget reports:

5.1 Detailed Income and Expenditure report and summary of budget variances.

5.2 Purchase Ledger from December 2025 and January 2026.

[Appendix A](#)

[Appendix B](#)



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. Fund transfers**

To note the following:

30<sup>th</sup> December 2025 £200,000.00 was transferred from CCLA to the current account.

31<sup>st</sup> January 2026 £150,000.00 was transferred from CCLA to the current account.

**6. Quarterly banking reconciliations**

To note that the Vice Chair has signed the quarterly banking reconciliations and petty cash reconciliations.

**7. Insurance Tender**

To receive a report from the Compliance and Projects Manager.

[R/156/25](#)

**8. One year grants**

To receive a written report from the Finance Officer recommending annual One year grant awards for 2026-27.

[R/157/25](#)

One year grants cover sheets.

[Appendix C](#)

**9. Policies**

9.1. To receive a report from the Compliance and Projects Manager.  
Pensions Auto Enrolment policy.

[R/158/25](#)

[Appendix D](#)

9.2. To receive a report from the Compliance and Projects Manager.  
Photographic and Filming policy.

[R/159/25](#)

[Appendix E](#)

**10. Investment Strategy Policy and Annual Investment Strategy**

To receive a report from the Town Clerk and the Compliance and Projects Manager.  
Investment Strategy Policy.

[R/160/25](#)

Annual Investment Strategy 2026/27.

[Appendix F](#)

[Appendix G](#)

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

To receive verbal updates from Councillors.

**12. DBS Checks on Councillors**

To receive a report from the Town Clerk.

[R/161/25](#)

**13. Action Report**

To review and discuss the Action Report.

[Appendix H](#)

**14. Chair's announcements – for information only**

**15. Date of next meeting:** Monday 27<sup>th</sup> April 2026

**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.

**16. Debtors list**

To receive the current list of debtors over 3 months old.

[Appendix I](#)

**17. Payment endorsements**

To note payment endorsement sheets 22 to 28.

[Appendix J](#)

**18. Staffing matter**

To receive a report from Town Mayor.

[R/162/25](#)

**To:**

Cllr. F. Davies            Town Mayor  
Cllr. J. Harvey  
Cllr. H. Haydock  
Cllr. A. Mahi  
Cllr. H. Mordue        Vice Chair  
Cllr. J. Mordue  
Cllr. Ruth Newell  
Cllr. L. O'Donoghue   Chair  
Cllr. A. Schaefer  
Cllr. R. Stuchbury  
Cllr. M. Try

Detailed Income & Expenditure by Budget Heading 28/02/2026

Month No: 11

Committee Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<b><u>RESOURCES</u></b>								
<b><u>101 Personnel costs EXPENDITURE</u></b>								
4000 Salaries Admin	190,105	249,543	59,438		59,438	76.2%		
4005 ERS National Insurance	24,001	27,634	3,633		3,633	86.9%		
4006 ERS Pension Cont	44,635	62,030	17,395		17,395	72.0%		
4007 Staff travel	66	550	484		484	12.0%		
4008 Occupational Health	740	1,369	629		629	54.1%		
4025 HR advice	5,305	5,480	175		175	96.8%		
4026 Staff & Recruitment	797	300	(497)		(497)	265.7%	419	COVERED BY EMR
<b><u>102 Office expenses INCOME</u></b>								
1010 Chamber hire	921	950	29			96.9%		
1012 Photocopier use	10	10	(0)			101.0%		
<b><u>102 Office expenses EXPENDITURE</u></b>								
4010 Stationery	2,152	3,020	868	183	685	77.3%		
4011 Postage	154	320	166		166	48.1%		
4012 Photocopier	919	2,500	1,581		1,581	36.8%		
4013 Equipment purchase	954	1,242	288		288	76.8%	156	COVERED BY EMR
4017 Subscriptions	5,240	4,400	(840)	81	(921)	120.9%		INCREASE IN SUBSCRIPTION COSTS & NEW SUBS
4018 Telephones	10,158	10,806	648		648	94.0%		
4019 Hire of Community Hall	0	325	325	154	171	47.4%		
4021 Hospitality	259	475	216		216	54.6%		
4023 Training	6,967	10,225	3,258	561	2,697	73.6%	3,500	COVERED BY EMR
4027 Software	16,723	19,000	2,277		2,277	88.0%		
4030 Payroll	1,794	2,120	326		326	84.6%		
4032 Publicity and newsletter	5,749	7,400	1,651		1,651	77.7%		
4038 Computer equipment	1,503	3,000	1,497		1,497	50.1%		
4041 Website	2,228	3,000	772		772	74.3%		
4043 Protective clothing	621	2,070	1,449	25	1,424	31.2%		
4052 Heat, light, power	2,705	3,613	908		908	74.9%		
4156 Buckingham Centre rent	5,250	17,000	11,750		11,750	30.9%		
4267 Buckingham centre rates	2,794	4,658	1,864		1,864	60.0%		

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>103 Councillors INCOME</u>									
1110	Mayors Charity Income	510	0	(510)		0.0%		*	
<u>103 Councillors EXPENDITURE</u>									
4020	Mayor's duties	0	2,163	2,163	2,163	0.0%			
4029	Mayor's civic	1,613	1,864	251	251	86.5%			
4044	Councillors' mileage / exp.	0	573	573	573	0.0%			
4045	Councillors' allowance	666	11,426	10,760	10,760	5.8%			
4171	Mayors Charity	3,405	0	(3,405)	(3,405)	0.0%		*	
4236	Election costs	4,290	14,000	9,710	9,710	30.6%			
4269	Councillor training	150	3,500	3,350	3,350	4.3%			
<u>104 Legal requirements INCOME</u>									
1098	Insurance Claims Income	3,985	0	(3,985)		0.0%			
<u>104 Legal requirements EXPENDITURE</u>									
4014	Audit fees	2,890	4,140	1,250	1,250	69.8%			
4016	Legal costs	0	6,000	6,000	6,000	0.0%			
4022	Insurance	20,767	22,253	1,486	1,486	93.3%			
<u>120 Long-term grants INCOME</u>									
1111	LHRA Grant returned	621	0	(621)		0.0%			
<u>120 Long-term grants EXPENDITURE</u>									
4040	Four Year Grants Awarded	23,227	23,227	0	0	100.0%			
4080	Annual Grants Awarded	9,640	9,641	1	1	100.0%			
<u>125 Commemorative items EXPENDITURE</u>									
4501	Civic award	0	800	800	800	0.0%			
4504	Remembrance wreath	29	30	2	2	95.0%			
4505	Mayor's salver	0	150	150	170	(20)	113.3%	Bought a black poplar	

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>130 Admin reserves INCOME</u>									
1176 Precept	1,307,690	1,307,690	0			100.0%			
1190 Interest received	43,292	31,500	(11,792)			137.4%		MORE INCOME THAN ANTICIPATED	
<u>132 Future planning / contingencies EXPENDITURE</u>									
4500 Future planning / contingencies	5,973	14,000	8,027		8,027	42.7%			
4507 ECDI Projects	0	200	200		200	0.0%			
<b><u>ENVIRONMENT</u></b>									
<u>201 Environment EXPENDITURE</u>									
3995 NI Environment	24,191	26,112	1,921		1,921	92.6%			
3996 Pensions ERS Environment	50,810	62,851	12,041		12,041	80.8%			
4004 Salaries environment	214,886	253,650	38,764		38,764	84.7%			
<u>202 Roundabouts INCOME</u>									
1051 Roundabout no. 1	1,061	2,881	1,820			36.8%			
1052 Roundabout no. 2	1,535	1,535	0			100.0%			
1053 Roundabout no. 3	2,520	2,520	0			100.0%			
1054 Roundabout no. 4	3,211	3,211	0			100.0%			
1056 Roundabout no. 6	3,422	3,422	0			100.0%			
1057 Roundabout no. 7	1,746	1,746	0			100.0%			
<u>202 Roundabouts EXPENDITURE</u>									
4108 Roundabout	1,428	2,000	572	55	517	74.1%			
<u>203 Maintenance EXPENDITURE</u>									
4082 Bourton Road Allotments	2,350	2,350	0		0	100.0%			
<u>205 Grounds maintenance EXPENDITURE</u>									
4033 Waste disposal	4,939	6,081	1,142		1,142	81.2%			
4035 Machinery	2,973	2,973	0		0	100.0%			
4036 Fuel (Mower)	1,599	1,900	301		301	84.1%			
4037 Sundries	1,045	3,251	2,206	254	1,952	40.0%			
4063 Vehicle hire and running costs	3,807	7,242	3,435	597	2,837	60.8%			

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>248 Depot EXPENDITURE</u>									
4013 Equipment purchase	588	5,462	4,874		4,874	10.8%			
4055 Alarm	581	600	19		19	96.8%			
4225 Rates	5,240	4,928	(312)		(312)	106.3%	312	COVERED BY EMR	
4601 Repairs & maintenance fund	544	900	356		356	60.5%			
4602 Electricity	1,015	1,660	645		645	61.1%			
4603 Water	141	635	494		494	22.2%			
<u>249 C Meadow Toilets/Shopmobility INCOME</u>									
1085 Shopmobility income	331	245	(86)			135.1%			
<u>249 C Meadow Toilets/Shopmobility EXPENDITURE</u>									
4602 Electricity	0	600	600		600	0.0%			
4603 Water	1,784	600	(1,184)		(1,184)	297.3%		PREVIOUSLY NOT INVOICED	
4608 Shopmobility	712	1,000	288	32	256	74.4%			
4612 Contractor charge	9,543	11,774	2,231		2,231	81.0%			
4709 Maintenance	819	1,000	181	500	(319)	131.9%		UNEXPECTED REPAIR COSTS TO SCOOTERS	
<u>250 Lace Hill INCOME</u>									
1026 Lace Hill Community Centre	32,143	42,000	9,857			76.5%			
1027 Solar income	0	150	150			0.0%			
<u>250 Lace Hill EXPENDITURE</u>									
4050 Lace Hill playing fields	0	555	555		555	0.0%			
4118 Solar panels	0	400	400		400	0.0%			
4158 Lace Hill gas	2,281	5,112	2,831		2,831	44.6%			
4159 Lace Hill electricity	1,085	7,202	6,117		6,117	15.1%			
4160 Lace Hill water	183	1,124	941		941	16.3%			
4161 Lace Hill Repair & Maintenance	3,947	4,800	853	730	123	97.4%			
4162 Lace Hill Planned Maintenance	4,659	8,200	3,541	148	3,393	58.6%			
4164 Lace Hill equipment	1,483	3,200	1,717	136	1,581	50.6%			
4225 Rates	10,354	0	(10,354)		(10,354)	0.0%		COVERED BY UNDERSPEND	
<u>251 Chandos Park INCOME</u>									
1030 Bowls income	644	644	0			100.0%			
1035 Tennis Court Rent	799	799	0			100.0%			
<u>251 Chandos Park EXPENDITURE</u>									
4601 Repairs & maintenance fund	188	4,088	3,900	6,331	(2,431)	159.5%		COVERED BY EMR	
4602 Electricity	439	800	361		361	54.9%			
4603 Water	1,036	2,535	1,499		1,499	40.9%			
4606 Bowls Club Maintenance	308	2,120	1,812		1,812	14.5%			

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>252 Bourton Park EXPENDITURE</u>									
4601	Repairs & maintenance fund	38,342	11,000	(27,342)	2,605	(29,946)	372.2%	30,747	COVERED BY EMR
<u>253 Cemeteries INCOME</u>									
1041	Burial fees	25,327	27,729	2,402			91.3%		
<u>253 Cemeteries EXPENDITURE</u>									
4225	Rates	3,026	2,494	(532)		(532)	121.3%	532	COVERED BY EMR
4265	New cemetery maintenance	5,258	3,500	(1,758)		(1,758)	150.2%		COVERED BY EMR
4601	Repairs & maintenance fund	2,126	5,000	2,874	1,767	1,107	77.9%		
4602	Electricity	496	1,035	539		539	47.9%		
4617	Memorial testing	136	2,253	2,117	1,675	442	80.4%		
4619	Cemeteries Development	53,225	57,544	4,319	5,865	(1,546)	102.7%	114	COVERED BY EMR
4620	Expenses for burial duties	3,530	5,785	2,255		2,255	61.0%		
<u>254 Chandos Park toilets EXPENDITURE</u>									
4612	Contractor charge	9,428	11,774	2,346		2,346	80.1%		
4709	Maintenance	1,187	2,000	813		813	59.4%		
<u>255 Railway Walk &amp; Castle Hill EXPENDITURE</u>									
4709	Maintenance	0	1,180	1,180		1,180	0.0%		
<u>256 Storage Premises EXPENDITURE</u>									
4066	Grenville garage rent	607	650	43		43	93.4%		
<u>258 Cemetery Lodge INCOME</u>									
1061	Cemetery Lodge rental income	8,944	12,099	3,155			73.9%		
<u>258 Cemetery Lodge EXPENDITURE</u>									
4034	PWLB repayments inc. interest	4,702	4,702	(0)		(0)	100.0%		
4609	Cemetery Lodge maintenance	2,290	3,375	1,085		1,085	67.9%		
<u>260 CCTV EXPENDITURE</u>									
4100	CCTV maintenance	2,387	4,000	1,613		1,613	59.7%		
<u>261 Community Centre EXPENDITURE</u>									
4085	Structural repairs	48,220	19,910	(28,310)	234	(28,544)	243.4%		COVERED BY NHB FUND
4091	Chamber	89	1,150	1,061		1,061	7.8%		

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>262 Parks General EXPENDITURE</u>									
4101	Seats and bins	0	2,000	2,000	311	1,689	15.5%		
4102	Dog bins	0	4,660	4,660		4,660	0.0%		
4106	Play area maintenance	3,596	14,000	10,404	3,559	6,845	51.1%		
4112	Environment Equipment	6,531	11,050	4,519	1,725	2,794	74.7%		
4122	Tree works	4,920	36,760	31,840	21,810	10,030	72.7%		
4168	Defibrillators	968	560	(408)		(408)	172.9%	717	COVERED BY EMR
4275	Play area replacement fund	0	10,500	10,500		10,500	0.0%		
4276	Conservation Volunteers	600	2,240	1,640		1,640	26.8%		
4280	Machinery Repair / Replace	0	2,500	2,500		2,500	0.0%		
4281	Vehicle Repair / Replace	0	2,500	2,500		2,500	0.0%		
4284	Biodiversity Audit	0	2,000	2,000		2,000	0.0%		
<u>264 Tingewick Road Cemetery INCOME</u>									
1109	PWLB Income New Cemetery	1,173,099	0	(1,173,099)			0.0%		*
<u>264 Tingewick Road Cemetery EXPENDITURE</u>									
4282	New Cemetery PWLB Repayments	33,321	33,321	(0)		(0)	100.0%		
4285	New Cemetery PWLB Expenditure	1,044,712	0	(1,044,712)		(1,044,712)	0.0%		*
<b><u>TOWN CENTRE &amp; EVENTS</u></b>									
<u>301 Town Centre &amp; Events INCOME</u>									
1028	Lace Hill events income	358	850	492			42.1%		
1029	Good Endings Fair income	(30)	0	30			0.0%		
1062	Community Fair table income	240	230	(10)			104.3%		MORE INCOME THAN ANTICIPATED
1066	Comedy night income	0	1,000	1,000			0.0%		
1069	Charter fairs income	9,111	9,050	(61)			100.7%		MORE INCOME THAN ANTICIPATED
1091	Events Sponsorship Income	0	100	100			0.0%		
1092	Events Stall Income	761	1,150	389			66.2%		
1093	Dog Show Income	636	300	(336)			211.9%		MORE INCOME THAN ANTICIPATED
1094	Skate Park Income	0	25	25			0.0%		
1104	Remembrance Contributions	1,358	1,250	(108)			108.6%		MORE INCOME THAN ANTICIPATED
<u>301 Town Centre &amp; Events EXPENDITURE</u>									
3997	NI TC&E	5,554	8,055	2,501		2,501	69.0%		
3998	Pensions ERS TC&E	9,722	19,102	9,380		9,380	50.9%		
3999	Salaries TC&E	56,385	100,729	44,344		44,344	56.0%		
4042	Events equipment	795	1,500	705	42	663	55.8%		
4094	Youth project	4,140	6,180	2,040		2,040	67.0%		
4104	Planters and Baskets	11,193	9,900	(1,293)		(1,293)	113.1%	1,437	COVERED BY EMR
4107	Buckingham in Bloom	183	65	(118)		(118)	280.8%	118	COVERED BY EMR
4115	River rinse	396	464	68		68	85.3%		
4128	Small Events	222	375	153		153	59.2%		

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>301 Town Centre &amp; Events EXPENDITURE</u>									
4166 Lace Hill events	294	1,640	1,346		1,346	17.9%			
4201 Christmas lights	12,581	14,000	1,419		1,419	89.9%			
4202 Firework display	7,073	7,500	427		427	94.3%			
4203 Community fair	248	310	63		63	79.8%			
4205 Christmas parade	6,893	6,100	(793)		(793)	113.0%		Covered by EMR	
4207 Remembrance parade	2,715	3,150	435		435	86.2%			
4208 Spring Fair	0	300	300		300	0.0%			
4211 Band Jam	6,032	5,253	(779)		(779)	114.8%	779	COVERED BY EMR	
4212 Christmas lights switch on	3,243	3,364	121		121	96.4%			
4213 Dog show	670	900	230		230	74.4%			
4220 Buckingham Live	5,641	6,100	459		459	92.5%			
4241 Comedy Night expenditure	0	1,500	1,500		1,500	0.0%			
4243 Charter Fairs	5,500	5,500	0		0	100.0%			
4245 Street Food Fair	550	2,400	1,850		1,850	22.9%			
4260 Twinning	100	100	0		0	100.0%			
<u>302 Street markets INCOME</u>									
1005 Street markets	15,802	17,500	1,698			90.3%			
1006 Flea market	6,589	5,100	(1,489)			129.2%			
<u>302 Street markets EXPENDITURE</u>									
4017 Subscriptions	484	450	(34)		(34)	107.6%			
4225 Rates	1,672	2,000	328		328	83.6%			
4234 Market Entertainment	0	1,000	1,000		1,000	0.0%			
4235 Market infrastructure & Promotions	500	1,000	500		500	50.0%			
<u>303 Special events INCOME</u>									
1020 Food fair income	574	820	246			70.0%			
1083 Fringe income	170	437	267			38.9%			
<u>303 Special events EXPENDITURE</u>									
4169 Skate Park Event	1,917	2,000	83		83	95.8%			
4221 Fringe	2,633	2,150	(483)		(483)	122.5%	303	LH funday from 301/4166. To be vired.	
4242 Food fair	21	610	589	485	104	83.0%			
4244 Flags	257	610	353		353	42.2%			
4273 One-off events	0	500	500		500	0.0%			
4278 Celebrate Buckingham Day	3,137	2,000	(1,137)		(1,137)	156.8%	652	COVERED BY EMR / EXTRA COSTS FOR BAND	
4283 Small Business Promotion	309	1,200	891		891	25.7%			

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>305 Tourist Information Centre INCOME</u>									
1084 TIC income	7,030	9,000	1,970			78.1%			
<u>305 Tourist Information Centre EXPENDITURE</u>									
4253 TIC tickets & produce	6,023	6,250	227		227	96.4%			
4255 Heritage app expenditure	0	300	300		300	0.0%			
4274 Tourism website	282	440	158		158	64.1%			
<u>306 Accessibility EXPENDITURE</u>									
4254 Accessibility Costs	258	2,250	1,992		1,992	11.5%			
<b><u>PLANNING</u></b>									
<u>601 Planning EXPENDITURE</u>									
3992 Salaries Planning	33,492	39,989	6,497		6,497	83.8%			
3993 NI Planning	3,773	3,026	(747)		(747)	124.7%		Rise in NI cost since precepted	
3994 Pensions ERS Planning	3,053	3,720	667		667	82.1%			
4624 NHP / Continuity	3,866	12,000	8,134		8,134	32.2%	325	COVERED BY EMR	
Grand Totals:- Income	<b>2,654,408</b>	<b>1,485,943</b>	<b>(1,168,465)</b>			<b>178.6%</b>			
Expenditure	<b>2,230,929</b>	<b>1,539,177</b>	<b>(691,752)</b>	<b>50,036</b>	<b>(741,788)</b>	<b>148.2%</b>			
<b>Net Income over Expenditure</b>	<b>423,479</b>	<b>(53,234)</b>	<b>(476,713)</b>						

## Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
325 EMR YOUTH COUNCIL	2,015.00		2,015.00
326 EMR CEMETERY DEVELOPMENT	44,596.49	3,389.33	47,985.82
327 EMR LEGAL COSTS	363.34	636.66	1,000.00
328 EMR FLOOD RELIEF FUND	826.00		826.00
329 EMR WAR MEMORIAL	600.00	-600.00	0.00
330 EMR CHRISTMAS LIGHTS	2,171.00		2,171.00
331 EMR TOWN IN BLOOM	1,000.00	-1,437.00	-437.00
332 EMR CHARTER FAIRS	5,141.00		5,141.00
333 EMR PLAY AREA REPLACEMENT	57,932.00	10,000.00	67,932.00
334 EMR TOURISM LEAFLETS	883.00		883.00
335 EMR GREEN SPACES DEVELOPMENT	8,916.00	5,862.00	14,778.00
336 EMR NEIGHBOURHOOD PLAN	0.00	-325.00	-325.00
337 EMR BRIDGE REPAIRS	44,640.00	-35,386.79	9,253.21
338 EMR OFFICE DEVELOPMENT / FURNI	156.00	-156.00	0.00
339 EMR DEPOT EQUIPMENT	7,850.00	3,150.00	11,000.00
340 EMR AEDS	850.00	-717.00	133.00
341 EMR LHSCC REPAIRS & MAINT	25,000.00	3,000.00	28,000.00
342 EMR CEMETERY LODGE REPAIRS	500.00	-500.00	0.00
343 EMR BOWLS PAVILION REPAIRS	2,493.00		2,493.00
344 EMR MAKING GOOD/BOUNDARY REP	45,000.00		45,000.00
345 EMR EMERGENCY GRANTS	3,000.00		3,000.00
346 EMR TWINNING	2,483.00	-587.00	1,896.00
348 EMR SCULPTURE TRAIL	800.00	100.00	900.00
349 EMR TRAINING	8,953.00	-1,355.00	7,598.00
350 EMR COMPUTERS & SOFTWARE	5,633.00		5,633.00
351 EMR RATES	1,491.69	-835.69	656.00
352 EMR ACCESSIBILITY	2,513.00		2,513.00
353 EMR WILDLIFE CONSERVATION VOLU	1,461.00	2,271.00	3,732.00
354 EMR MACHINERY REPLACE & REPAIR	9,949.00	2,500.00	12,449.00
355 EMR BUILDINGS REPLACE & REPAIR	6,500.00		6,500.00
356 EMR RESOURCING RESERVE	38,466.00	16,362.00	54,828.00
357 EMR VEHICLE REPLACEMENT & REPA	3,445.00	3,898.00	7,343.00
358 EMR STAFFING COSTS	3,676.42	-418.94	3,257.48
360 EMR BUCKINGHAM CENTRE COSTS	0.00	6,500.00	6,500.00
361 EMR EVENTS RESERVE	0.00	2,800.00	2,800.00
	<b>339,303.94</b>	<b>18,150.57</b>	<b>357,454.51</b>

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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

User: JODIE

## Bought Ledger 1 for Month No 9

## Order by Supplier A/c

## Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/12/2025	2132		AGA	A014	1,396.00	279.20	1,675.20	4601	252	950.00	bridge removal charges
								4601	252	446.00	bridge removal charges
08/12/2025	2139		AGA	A014	27,191.37	5,438.27	32,629.64	4601	252	27,191.37	bridge removal
02/12/2025	28047		AMBIVENT	A020	2,662.00	532.40	3,194.40	4162	250	2,662.00	planned maintenance annual
01/12/2025	GB52MHNHABEY		AMAZON	A035	9.99	2.00	11.99	4021	102	9.99	cutlery
01/12/2025	GB521T3YABEY		AMAZON	A035	20.82	4.16	24.98	4164	250	19.98	feather duster
								4164	250	0.84	feather duster
02/12/2025	GB5000GMZ0PG1		AMAZON	A035	7.41	1.48	8.89	4283	303	7.41	festive accessories
01/12/2025	GB5000016Z1NH1		AMAZON	A035	19.99	4.00	23.99	4021	102	1.87	kitchen organiser
								4021	102	18.12	kitchen organiser
02/12/2025	GB5000017YT6X1		AMAZON	A035	7.07	1.41	8.48	4283	303	7.07	festive accessories
02/12/2025	81248		ABBOT FIRE	A054	63.65	12.73	76.38	4601	253	63.65	81248/10113123/Service to Fire
02/12/2025	47174		AYLESBURY FIRE	A058	215.92	43.18	259.10	4161	250	215.92	replace faulty call point
01/12/2025	16913		ALLCOTT	A073	395.00	79.00	474.00	4085	261	395.00	roof load assesment
01/12/2025	1133		COMMUNITY CENTRE	B002	247.50	0.00	247.50	4203	301	247.50	comm fair hall hire
08/12/2025	2205097767		BUCKS COUNCIL	B006	523.33	104.67	628.00	4601	252	523.33	diversion footpath
02/12/2025	2072487		BADGEMASTER	B035	29.07	5.81	34.88	4010	102	29.07	2072487/10113096/Name badges f
01/12/2025	11005		BOUNCY MACS	B073	485.00	85.00	570.00	4278	303	485.00	cele buck bouncy castle
02/12/2025	76051		CDS GROUP	C007	6,153.00	1,230.60	7,383.60	4619	253	6,153.00	cemetery design stage 6
01/12/2025	1946		COUNTRY	C039	3,706.80	741.36	4,448.16	4085	261	3,706.80	wooden flooring for comm centr
02/12/2025	9415		CLOUDY IT	C073	1,093.20	218.64	1,311.84	4027	102	1,093.20	monthly hosting
02/12/2025	9745		CLOUDY IT	C073	1,093.20	218.64	1,311.84	4027	102	1,093.20	monthly hosting
01/12/2025	8609		DELIA THORNTON	D025	845.00	0.00	845.00	4112	262	845.00	legionella testing
02/12/2025	C151764D-0048		E-ON	E006	277.98	55.60	333.58	4159	250	277.98	final invoice lhsc
08/12/2025	9F3759D7-0002		EDF	E014	59.69	2.98	62.67	4602	251	59.69	november
02/12/2025	37B4B67C-0002		EDF	E014	45.84	2.29	48.13	4602	248	45.84	november depot
02/12/2025	55518D95-0015		EDF	E014	544.07	108.81	652.88	4158	250	544.07	november lhsc
02/12/2025	60801EAO-0002		EDF	E014	16.04	0.80	16.84	4602	253	16.04	november chapel b

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 9

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
08/12/2025	AC53CE39-0002		EDF	E014	21.60	1.08	22.68	4052	102	21.60	november elec
02/12/2025	D7404BCF-0002		EDF	E014	17.03	0.85	17.88	4602	253	17.03	chapel a november
01/12/2025	CN82		FIRE TRAINING	F008	-160.00	-32.00	-192.00	4023	102	-160.00	credit 1 x delegate
11/12/2025	32317		GANDERTON	G008	341.15	68.23	409.38	4036	205	174.47	fuel
								4063	205	166.68	fuel
01/12/2025	23400		GM TYRES	G013	148.33	29.67	178.00	4063	205	148.33	23400/10113114/Replace and fit
01/12/2025	4929		GREENFLOW	G020	36.49	0.00	36.49	4709	254	36.49	4929/10113112/Service of Water
04/12/2025	3683		GLOW	G031	2,162.37	432.48	2,594.85	4085	261	2,162.37	boiler replacement comm centre
02/12/2025	1394318		GRUNDON	G050	241.08	48.22	289.30	4033	205	241.08	wheelie bins
02/12/2025	1394319		GRUNDON	G050	130.74	26.15	156.89	4033	205	130.74	wheelie bins
11/12/2025	GCL-C-003079		GROUND CONTROL	G052	89,779.76	17,955.95	107,735.71	4285	264	89,779.76	new cemetery works
01/12/2025	20489		HERON	H009	68.22	13.64	81.86	4621	253	68.22	corex sign
02/12/2025	15055		HEALTH	H011	2,088.30	417.66	2,505.96	4612	249	1,044.15	toilet maintenance
								4612	254	1,044.15	toilet maintenance
11/12/2025	2071		IAC	I001	395.00	79.00	474.00	4014	104	395.00	interim audit fee
01/12/2025	20275		INSTITUTE OF CEMETER	I002	150.00	30.00	180.00	4023	102	150.00	NS course
02/12/2025	930300		INREACH	I014	98.78	19.76	118.54	4012	102	98.78	copies
02/12/2025	183055		JANITORIAL DIRECT	J013	104.96	20.99	125.95	4164	250	48.16	cleaning products
								4037	205	56.80	cleaning products
02/12/2025	20251356		MK OCCU HEALTH	M022	370.00	0.00	370.00	4008	101	370.00	referral
11/12/2025	251200195063		MAINSTREAM	M061	260.57	52.11	312.68	4018	102	260.57	telephone lines
01/12/2025	1186297		NUMATIC	N012	70.50	14.10	84.60	4161	250	70.50	repair vacuum
02/12/2025	20251201-0002		NOTHING	N018	947.16	189.43	1,136.59	4112	262	947.16	padlocks
02/12/2025	00247657		NATIONAL EXPRESS	N023	41.03	0.00	41.03	4253	305	41.03	national express tickets tic
02/12/2025	1891		ONEILL HOMER	O009	1,300.00	260.00	1,560.00	4624	601	1,300.00	copyediting of bnp ref docs
02/12/2025	115652		OAKPARK	O060	116.00	23.20	139.20	4164	250	116.00	call out lhsc
02/12/2025	147962		PARAGON	P008	126.00	25.20	151.20	4212	301	126.00	festoon lights
02/12/2025	147963		PARAGON	P008	532.45	106.49	638.94	4620	253	532.45	digger hire
02/12/2025	148087		PARAGON	P008	12.88	2.58	15.46	4601	251	12.88	padlock

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## PURCHASE LEDGER INVOICE LISTING

User: JODIE

## Bought Ledger 1 for Month No 9

## Order by Supplier A/c

## Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
11/12/2025	148209		PARAGON	P008	102.00	20.40	122.40	4112	262	102.00	brush cutter hire
02/12/2025	159585		PAYROLL OPTIONS	P057	172.47	34.49	206.96	4030	102	172.47	monthly payroll
01/12/2025	1002851		QUEST	Q002	17.20	3.44	20.64	4112	262	17.20	1002851/10113116/Fixings - Scr
01/12/2025	IV1033555		SSE	S019	30.48	1.52	32.00	4052	102	30.48	april - jul
01/12/2025	IV01336349		SSE	S019	64.92	3.25	68.17	4602	252	64.92	july
03/12/2025	433352		TUDOR ENVIRONMENTAL	T002	37.40	7.48	44.88	4037	205	37.40	engine oil
02/12/2025	6796		TS ELECTRICAL	T067	1,839.75	367.95	2,207.70	4085	261	1,839.75	comm centre solar panel prep
03/12/2025	6898		TS ELECTRICAL	T067	367.14	73.43	440.57	4709	254	367.14	chandos toilets elec repair
02/12/2025	6919		TS ELECTRICAL	T067	1,839.74	367.95	2,207.69	4085	261	1,839.74	comm centre solar panel prep
03/12/2025	6958		TS ELECTRICAL	T067	126.00	25.20	151.20	4201	301	126.00	lamppost fix
02/12/2025	4410179331		VIKING DIRECT	V001	60.18	12.05	72.23	4010	102	60.18	stationery
02/12/2025	4410185560		VIKING DIRECT	V001	34.99	7.00	41.99	4010	102	34.99	ink cartridge
02/12/2025	4490006608		VIKING DIRECT	V001	-12.99	-2.60	-15.59	4010	102	-12.99	stationery
02/12/2025	93846		WORKNEST	W029	4,775.00	955.00	5,730.00	4025	101	4,775.00	hr year 3
02/12/2025	93906		WORKNEST	W029	529.50	19.00	548.50	4025	101	529.50	insurance x 22
<b>TOTAL INVOICES</b>					156,493.12	30,853.38	187,346.50			156,493.12	

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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

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## Bought Ledger 1 for Month No 10

## Order by Supplier A/c

## Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
20/01/2026	28244		AMBIVENT	A020	82.50	16.50	99.00	4161	250	82.50	leak over christmas
01/01/2026	A4916		ALR TRAINING	A023	130.00	26.00	156.00	4221	303	130.00	A4916/10113015/first aid cover
01/01/2026	GB52Q9UCABEY		AMAZON	A035	26.03	5.21	31.24	4112	262	26.03	fuses
01/01/2026	80709		ABBOT FIRE	A054	448.65	89.73	538.38	4161	250	448.65	fire extinguisher serv
01/01/2026	80710		ABBOT FIRE	A054	55.95	11.19	67.14	4091	261	55.95	extinguisher services
01/01/2026	47675		AYLESBURY FIRE	A058	154.44	30.89	185.33	4162	250	154.44	47675/10113162/Major Farm Alar
19/01/2026	1152		COMMUNITY CENTRE	B002	2,079.30	0.00	2,079.30	4052	102	2,079.30	utilities 20% recharge
01/01/2026	TENS FF		BUCKS COUNCIL	B006	21.00	0.00	21.00	4242	303	21.00	TENS FOOD FAIR
01/01/2026	225299		BUILDBASE	B013	17.99	3.60	21.59	4161	250	17.99	paint
01/01/2026	2297		BURGESS BLD	B016	6,299.00	1,259.80	7,558.80	4085	261	6,299.00	roof works comm centre
01/01/2026	2306		BURGESS BLD	B016	6,299.00	1,259.80	7,558.80	4085	261	6,299.00	roof works community centre
08/01/2026	2317		BURGESS BLD	B016	2,196.00	439.20	2,635.20	4085	261	2,196.00	roof works community centre
07/01/2026	544429		BROWNS	B031	3,019.52	603.90	3,623.42	4035	205	2,973.00	kx18bbv service
								4037	205	46.51	kx18bbv service
								4037	205	0.01	kx18bbv service
20/01/2026	62839		BUCKLAND	B054	260.00	52.00	312.00	4042	301	260.00	skip hire general use
15/01/2026	10650		CGM	C016	630.00	126.00	756.00	4122	262	630.00	tree works chandos
01/01/2026	160266		CORE HIGHWAYS	C029	3,030.10	606.02	3,636.12	4205	301	3,030.10	road closure xmas parade
01/01/2026	10041		CLOUDY IT	C073	1,093.20	218.64	1,311.84	4027	102	1,093.20	monthly hosting
21/01/2026	20054		CARDIAID	C074	97.50	19.50	117.00	4112	262	97.50	20054/10113158/Case for AED un
01/01/2026	7412		DJ DOORS	D021	110.00	22.00	132.00	4162	250	110.00	7412/10113113/Automatic Door S
01/01/2026	KI-37B4B67C-0003		EDF	E014	43.74	2.19	45.93	4602	248	43.74	DEC DEPOT
01/01/2026	KI-55518D95-0016		EDF	E014	788.90	157.78	946.68	4158	250	788.90	DEC LH
01/01/2026	KI-60801EA0-0003		EDF	E014	16.49	0.82	17.31	4602	253	16.49	DEC CHAPEL B
01/01/2026	KI-D7404BCF-0003		EDF	E014	16.34	0.82	17.16	4602	253	16.34	CHAPEL A
01/01/2026	KI-EBC07DA7-		EDF	E014	115.68	5.78	121.46	4602	248	115.68	DEC DEPOT
01/01/2026	1345		FABRICHINE	F058	145.00	29.00	174.00	4037	205	145.00	straighten gate
01/01/2026	1378		FABRICHINE	F058	35.00	7.00	42.00	4037	205	35.00	1378/10113137/Repair of Ladder

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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

User: JODIE

## Bought Ledger 1 for Month No 10

## Order by Supplier A/c

## Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/01/2026	32482		GANDERTON	G008	191.66	38.33	229.99	4063	205	88.15	FUEL
								4036	205	103.51	FUEL
01/01/2026	1424827		GRUNDON	G050	262.56	52.51	315.07	4033	205	262.56	WHEELIE BINS
01/01/2026	1424828		GRUNDON	G050	157.66	31.53	189.19	4033	205	157.66	WHEELIE BINS
07/01/2026	20517		HERON	H009	847.40	169.48	1,016.88	4108	202	847.40	roundabout signs BBear
16/01/2026	20520		HERON	H009	224.80	44.96	269.76	4265	253	224.80	signage cctv no access
07/01/2026	DEC		HP SERVICES	H056	45.00	0.00	45.00	4162	250	45.00	WINDOW CLEANING lhsc
07/01/2026	0659		MJ PRODUCTIONS	M010	1,267.00	0.00	1,267.00	4212	301	1,267.00	ENTERTAINERS XMAS LIGHTS
01/01/2026	260100198571		MAINSTREAM	M061	191.49	38.30	229.79	4018	102	191.49	TELEPHONES
07/01/2026	248033		NATIONAL EXPRESS	N023	54.53	0.00	54.53	4253	305	54.53	NATIONAL EXPRESS TICKETS
14/01/2026	116166		OAKPARK	O060	135.00	27.00	162.00	4161	250	135.00	116166/10113159/Call out and r
07/01/2026	148380		PARAGON	P008	23.63	4.73	28.36	4112	262	12.88	PADLOCK, CABLE TIES
								4037	205	10.75	PADLOCK, CABLE TIES
14/01/2026	148702		PARAGON	P008	27.00	5.40	32.40	4112	262	27.00	cable detector hire
14/01/2026	148703		PARAGON	P008	39.75	7.95	47.70	4161	250	39.75	carpet cleaner hire
13/01/2026	7272		PALLET	P036	44.00	8.80	52.80	4112	262	44.00	stop chock
13/01/2026	7273		PALLET	P036	220.00	44.00	264.00	4112	262	220.00	pallet Truck
01/01/2026	160006		PAYROLL OPTIONS	P057	167.85	33.57	201.42	4030	102	167.85	MONTHLY PAYROLL
07/01/2026	1005086		QUEST	Q002	13.30	2.66	15.96	4037	205	13.30	1005086/10113145/Set of Drill
09/01/2026	BK224495-1		SLCC	S005	117.00	23.40	140.40	4023	102	117.00	allotment manage course - NS
01/01/2026	QL208366-1		SLCC	S005	120.00	24.00	144.00	4023	102	120.00	NS - ILCA
07/01/2026	24691		SJ MOBILITY	S028	315.00	63.00	378.00	4608	249	158.00	24691/10112964/New wheelchair
								4608	249	157.00	DECORATING
01/01/2026	2007176831		SCREWFIX	S044	50.81	2.17	52.98	4112	262	50.81	2007176831/10113053/Safety Boo
01/01/2026	2007297197		SCREWFIX	S044	44.00	8.82	52.82	4112	262	41.93	bucket, screws, etc
								4112	262	2.07	bucket, screws, etc
07/01/2026	24366063354		SCREWFIX	S044	56.46	11.29	67.75	4112	262	56.46	DECORATING
01/01/2026	1029977183		TRAVIS	T010	11.52	2.30	13.82	4037	205	11.52	MASKING TAPE
31/01/2026	1030386990		TRAVIS	T010	5.25	1.05	6.30	4037	205	5.25	BRUSH

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## PURCHASE LEDGER INVOICE LISTING

User: JODIE

## Bought Ledger 1 for Month No 10

## Order by Supplier A/c

## Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/01/2026	1032920237		TRAVIS	T010	11.52	2.30	13.82	4037	205	11.52	MASKING TAPE
01/01/2026	1032996119		TRAVIS	T010	4.16	0.83	4.99	4037	205	4.16	DUST SHEET
01/01/2026	1033165834		TRAVIS	T010	5.25	1.05	6.30	4161	250	5.25	BRUSH
01/01/2026	1033516891		TRAVIS	T010	45.56	9.11	54.67	4112	262	45.56	PAVING
01/01/2026	1034240167		TRAVIS	T010	14.20	2.84	17.04	4037	205	14.20	IMP PROFILE
01/01/2026	1034665339		TRAVIS	T010	12.48	2.50	14.98	4037	205	12.48	DUST SHEET
01/01/2026	1034816183		TRAVIS	T010	5.25	1.05	6.30	4112	262	5.25	BRUSHES
31/01/2026	1035136738		TRAVIS	T010	27.77	5.56	33.33	4112	262	27.77	GYPSUM DRY WALL
01/01/2026	1035272337		TRAVIS	T010	4.06	0.81	4.87	4161	250	4.06	MIXED FILLER
31/01/2026	61213		T KING ASSOC	T030	224.20	44.84	269.04	4043	102	224.20	UNIFORM
01/01/2026	7002		TS ELECTRICAL	T067	156.00	31.20	187.20	4168	262	120.00	CORNWALLS MEADOW WORK
								4168	262	36.00	CORNWALLS MEADOW WORK
01/01/2026	4410274407		VIKING DIRECT	V001	219.02	43.80	262.82	4010	102	219.02	STATIONERY
01/01/2026	66187		VAUGHTONS	V003	665.00	133.00	798.00	4500	132	665.00	66187/10113057/x 10 Cllr. badg
01/01/2026	0231575411		VISTAPRINT	V009	76.40	15.28	91.68	4283	303	76.40	sticker roll, loyalty cards
<b>TOTAL INVOICES</b>					<b>33,314.87</b>	<b>5,932.79</b>	<b>39,247.66</b>			<b>33,314.87</b>	

**Buckingham Town Council**  
**Resources Committee**  
**Monday 2<sup>nd</sup> March 2026**

Contact Officer: Compliance and Projects Manager/ Town Clerk

**Insurance Tender – Recommendation of Preferred Insurer**

**1. Recommendations**

- 1.1. That Full Council is recommended to accept Bidder A to provide a three-year contract for comprehensive insurance cover.
- 1.2. That this committee decide if they wish to recommend an annual standalone policy for Terrorism Cover for 3 years to Full Council.

**2. Background**

- 2.1. This report provides the outcome of the tender process to provide a three-year comprehensive insurance contract.
- 2.2. The purpose of the report is to inform Members of the Resources Committee of the tender assessment results and to seek approval to recommend the highest-scoring tenderer to Full Council for final approval and authority to award the contract.
- 2.3. All tender submissions were evaluated in accordance with the published procurement methodology, and applied a weighted assessment based on:
  - Price 40%
  - Quality 60%
- 2.4. The procurement was launched on 9 January 2026 and closed on 13 February 2026, in accordance with the Council's procurement policy, which states: "Tender requirements will be specific to each project and published on the Government's Central Digital Platform (Find a Tender). Each tender will be assessed against the stated requirements on a subjective basis." A copy of the tender document published on the Government's Find a Tender portal is available here. [Comprehensive Town Council Insurance Policy - Find a Tender](#)

**3. Tender Evaluation Process**

- 3.1. The open tender was advertised on the government's Find a Tender portal and bids were received from **two companies**. To ensure impartiality and transparency, bidders are anonymised within this report.

3.2. The evaluation was undertaken by officers, with quality submissions subject to moderation. Final moderation and scoring were completed on 20 February.

#### 4. Information / results

4.1. The tender evaluation identified Bidder A as achieving the highest overall score, reflecting a strong quality submission which matched the required proposals in full, combined with a competitive tender price. Based on the evaluation criteria published in the tender document and the results of the moderated scoring process, Bidder A represents the most advantageous tender.

4.2. Bidder B submitted a significantly higher tender price, and there were several instances where the proposals did not match the required specifications.

4.3. Bidder A's main policy covers people injured in a terrorism incident - for example at events. The separate terrorism cover only covers property damage and business interruption.

#### 4.4. Summary of Tender Results (Anonymised)

Bidder	Tender Price (per annum, for 3 years*)	Final Score	Rank	Geographical proximity (for information only)
Bidder A	£21,142.52 with terrorism or £20,180.57 without	72.0	1	Not local
Bidder B	£26,092.17 terrorism not separate	54.6	2	Not local

\*Some elements of the insurance are provided as annual standalone policies. Both bidders included Terrorism cover. Bidder A provided a fixed-price quote for 3 years, except for the Terrorism element of £961.95 which is for one year. Bidder B provided a fixed-price quote for 3 years, except for the Public Liability element of £803.00 and the Motor Fleet element of £2829.24 which are for one year. Fixed rates are subject to changes in cover requests and claims experience during the term of the contract.

#### 5. Financial Implications

5.1. Total cost of bid A over 3 years, except as where indicated above, is £63,427.56 (£60,541.71 without terrorism cover). This is a saving of £14,848.95 (£17,734.80 without terrorism cover) compared to company B.

5.2. For comparison, a one-year quote from company A is £22,839.16, including the Terrorism cover, a saving of £1,696.64 in the first year.

Bidder	Weighted Score	Weighted Score (x0.7)	Final Score	Rank	Evaluator Comments
A	30.0	42.0	72.0	1	The submission matches all the sums assured requested in the proposal schedule. A separate quote for Terrorism Cover is also provided. This company does not offer Cyber Crime cover. The quote is fixed for 3 years (except for legal expenses, engineering, and Terrorism Cover which will be quoted annually). Provides a dedicated account manager with direct contact details. No admin fees to make changes. Free legal and counselling helplines. Feefo rating 4.7/5.0. Max response 5WD. 30 years in T&PC sector insuring over 4000 T&PCs. Largest UK insurer of public services. Dedicated claims handling specialists. Comprehensive fraudulent claims data provided. Does not specify hirers' liability or goods in transit. The cost is approximately 20% lower than that of Company B. Company A matches or exceeds Company B.
B	24.3	30.3	54.6	2	The submission matches the majority of the sums assured but there are several differences to the proposal schedule. Terrorism Cover provided within quote. Information on Cyber Crime cover provided. The quote is fixed for 3 years (except for Public Liability and Motor Fleet which will be quoted annually). Three references offered from T&PCs. Provides 24 hr day to day service response. 50 years of experience of which Council policy since 2015. NALC partner. Insure 2200 T&PCs. No details of claims paid, success rate, or spurious claims provided. 3 separate policies from different underwriters. Differences in sums assured compared with proposal schedule include: Includes hirers liability £2M not requested but not currently covered. Shopmobility scooters cover not provided for liabilities or damage while hired out. Public liability quoted at £10M - £5M any one occurrence - (£20M requested). Fidelity Guarantee quoted at £500K (£2M requested). Legal expenses quoted at £250K (£200K requested). All buildings sums assured are inflated by 20% over those requested. No cover quoted for Permanent Partial Disablement. Benefit for temporary total and temporary partial disablement quoted at 80% of amount requested. Flood and surface water cover exclusion for Chandos Park Toilets. Commercial vehicle driver restricted to aged 25 and over.

**Buckingham Town Council**  
**Resources Committee Meeting**

**2<sup>nd</sup> March 2026**

**One Year Grants 2026/27**

**Officer:** Jodie Baughan, Finance Officer

**1. Recommendation:**

1.1. It is **RECOMMENDED** that the following one-year grants are awarded for 2026/27. This recommendation is based purely on factual application of the grants policy, officers have not made any judgement on the worthiness of any of the applications.

<b>Organisation</b>	<b>Requested</b>	<b>Recommended</b>
Buckingham Twinning Association	<b>6,000.00</b>	<b>0.00</b>
Project Street Life	<b>4,425.00</b>	<b>1,431.00</b>
Buckingham Clothes Bank *	<b>1,800.00</b>	<b>900.00</b>
1st Buckingham Rangers	<b>750.00</b>	<b>262.00</b>
Buckingham Tennis Club	<b>1,500.00</b>	<b>501.00</b>
Just Friends *	<b>1,500.00</b>	<b>750.00</b>
Maids Moreton Village Hall *	<b>7,500.00</b>	<b>0.00</b>
Buckingham Choral Society	<b>1,000.00</b>	<b>341.00</b>
Buckingham & District Angling Club	<b>300.00</b>	<b>118.00</b>
Stowe Sub Aqua Club	<b>1,000.00</b>	<b>0.00</b>
Buckingham Play Group *	<b>2,500.00</b>	<b>1,250.00</b>
Community Care North Bucks Open House	<b>1,589.00</b>	<b>527.00</b>
Men in Sheds *	<b>425.00</b>	<b>213.00</b>
Buckingham Camera Club	<b>400.00</b>	<b>150.00</b>
Autism Early Support	<b>2,000.00</b>	<b>659.00</b>
Community Care North Bucks NB Adult Carers *	<b>1,000.00</b>	<b>500.00</b>
Swan Community Hub	<b>2,750.00</b>	<b>898.00</b>
Buckingham West End Bowls Club	<b>650.00</b>	<b>0.00</b>

Buckingham Repair Café *	<b>1,050.00</b>	<b>525.00</b>
Climate Café Buckingham *	<b>1,950.00</b>	<b>975.00</b>
<b>TOTAL</b>	<b>£40,089.00</b>	<b>£10000.00</b>

\*first time applicants

## 2. Background:

2.1. Twenty requests for financial assistance have been received by Buckingham Town Council for one-year grants for the 2026/27 financial year. Last year we received eight. The total budget available is £10,000 and applications have been received to a total of £40,089.

2.2. The Buckingham Town Council grant policy states that: ***“Where there is more demand for one-year grants than funding available, new applicants will be given priority over those who have received funding in the last four years.”*** It is therefore recommended that the first time applications will receive all or part of the amount requested, with the remaining budget offered proportionately between the repeat applicants. Officers have reviewed the applications to confirm that they are valid. No judgements have been made on how worthy the project or interpretation given to the detail. Members are advised to read each application in full and formulate their own opinions. The full application information can be found in Appendix C.

2.3. The grant award criteria are as follows:

- Grants will **only** be considered for projects and activities beneficial to the people of the civil parish of Buckingham.
- Grant recipients must be based in the civil parish of Buckingham or provide evidence of the percentage of the work that directly benefits Buckingham residents.
- Only not-for-profit bodies will be considered for a grant.

## 3. First time applicants

3.2.1. If all first-time applicants that met the criteria were awarded the full grant, this would total £10,225, which is in excess of the £10,000 budget. Recommendation to award 50% of the amount applied for are listed in the table below.

<b>Organisation</b>	<b>Requested</b>	<b>Recommended 50%</b>	<b>Description</b>	<b>Summary of Reason</b>
Buckingham Clothes Bank	<b>1,800.00</b>	<b>900.00</b>	12 months funding of a storage unit for clothes, toiletries and sanitary items.	Partial funding would allow some storage solutions for part of the year.
Just Friends	<b>1,500.00</b>	<b>750.00</b>	Coach trip out for divorced and widowed residents that may not otherwise have the opportunity.	Partial funding would still allow for a trip / trips out for members.
Buckingham Play Group	<b>2,500.00</b>	<b>1250.00</b>	Weekly hall hire for Buckingham Playgroup. Snacks and toys.	Partial funding would allow for the playgroup to continue in some format, potentially bi weekly.
Men in Sheds	<b>425.00</b>	<b>213.00</b>	Dust extraction upgrade and new vacuum.	Partial funding would still allow purchase of vacuum.
Community Care North Bucks NB Adult Carers	<b>1,000.00</b>	<b>500.00</b>	Respite trips for adult carers.	Partial funding would still offer some support to the group but enable fewer trips
Buckingham Repair Café	<b>1,050.00</b>	<b>525.00</b>	Marketing and Outreach.	Partial funding would still enable marketing but on a more limited scale.
Climate Café Buckingham	<b>1,950.00</b>	<b>975.00</b>	To deliver carbon literacy training to local community and business.	Partial funding would still enable the café to promote carbon literacy but on a reduced scale.
<b>TOTAL</b>	<b>£10,225.00</b>	<b>£5,113.00</b>		

#### **4. Applications from previous grant winners.**

4.1. If the recommendations above are agreed, then £4887.00 of budget remains to allocate to previous eligible applicants. Two of the previous grant applicants have stated that unless they receive the full amount requested their project could not go ahead. I have taken their 31.81% and allocated this equally between the remaining applicants.

<b>Organisation</b>	<b>Requested</b>	<b>31.81% of request</b> (rounded to the nearest pound)	<b>Description</b>	<b>Summary of Reason</b>
Buckingham Twinning Association	<b>6,000.00</b>	<b>0.00</b>	Buy new Welcome to Buckingham signs with new twinned town included.	Partial funding would not allow the signs to be purchased. The signs are in good condition and were purchased fairly recently, once signs need replacing then new twin town name can be added.
Project Street Life	<b>4,425.00</b>	<b>1,431.00</b>	Residential Trip for young people.	Partial funding would hopefully allow the project to go ahead and PSL would be looking to seek match funding from other sources.
1st Buckingham Rangers	<b>750.00</b>	<b>262.00</b>	Trip to Switzerland. (County trip)	Partial funding would help towards the cost of the trip.
Buckingham Tennis Club	<b>1,500.00</b>	<b>501.00</b>	Update water and heating system.	Partial funding would mean that member fees would need to be increased for the year by 10% to enable the project to go ahead.
Buckingham Choral Society	<b>1,000.00</b>	<b>341.00</b>	Choral concert with affordable ticket prices.	Partial funding would mean the event would run at a loss and future ticket prices would need to be increased.
Buckingham & District Angling Club	<b>300.00</b>	<b>118</b>	Support to the river warden group.	Partial funding would allow them to continue in the short term and they would look to find additional funding elsewhere.
Community Care North	<b>1,589.00</b>	<b>527.00</b>	Annual outings for former carers and those living alone.	Partial funding would enable trips to go ahead but

Bucks Open House				reductions in attendees would be required.
Buckingham Camera Club	<b>400.00</b>	<b>150.00</b>	Replacement laptop.	Partial funding would enable them to top up the balance with remaining reserves.
Autism Early Support	<b>2,000.00</b>	<b>659.00</b>	Funding of nursery places for residents of Buckingham with autistic children.	Partial funding would help to fund this and keep the nursery open.
Swan Community Hub	<b>2,750.00</b>	<b>898.00</b>	Buckingham Summer Club sessions for financially disadvantaged families and for SEND.	Partial funding would allow a reduced amount of sessions, they have stated they would try and get funding from elsewhere to cover the amount of sessions they would like to run.
Buckingham West End Bowls Club	<b>650.00</b>	<b>0.00</b>	Replacement bar refrigerated cabinets.	Partial funding would <b>NOT allow</b> for this purchase and they have stated they would continue with their old units. They do hold quite a bit in reserves in case of flooding as they state they cannot get insurance.

<b>TOTAL</b>		<b>£4887</b>	
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**5. Ineligible applications**

<b>Organisation</b>	<b>Requested</b>	<b>Recommended</b>	<b>Description</b>	<b>Reason</b>
Maids Moreton Village Hall	£7,500	<b>Ineligible</b>	Repair of Maids Moreton Village Hall roof.	Out of parish.
Stowe Sub Aqua Club	£1,000	<b>Ineligible</b>	Young Diver Experiences	Applied and awarded 4 year grant 2026/30

*Reduce?*

	<p><b>Buckingham Town Council</b></p> <p><b>Grant Application Form</b></p> <p><b>One Year Grants</b></p> <p><b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Autism Early Support Trust Limited
Address:	The Old School Middle Claydon Buckingham MK18 2ET
Website address:	<a href="http://www.autismearlysupport.org.uk">www.autismearlysupport.org.uk</a>
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	@autismearlysupport on Instagram, Facebook and LinkedIn
Project name:	Circle Centre Nursery (Buckingham residents)
Total project cost:	£433,444
Grant amount applied for:	£2,000
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	Yes

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## 2. Reason for grant:

Please tell us about the project you are applying for funding for (maximum 100 words)
Our Circle Centre nursery near Buckingham has been pioneering early support for autistic children (aged two to five years) and their parents since 2001. We provide a nurturing environment where children can grow and develop regardless of their differences. We have a multidisciplinary team, including specialist teachers, a speech and language therapist and an occupational therapist, who design, develop and implement individually tailored educational plans for each child. Through specialist early years education and therapies, we help children to communicate, regulate their emotions, build connections, and prepare for their next educational setting.

## 3. Who will benefit from the grant?

Roughly how many people do you think will benefit from the grant?	20 children 40 parents Or whom 3 children and 6 parents are from Buckingham
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	All the children who attend the Circle Centre nursery have a unique profile of needs and have communication, interaction and sensory differences that have a considerable impact on how they access learning and engage with the world around them. Many are autistic and/or ADHD.  As a needs-led and child-led charity, we work with children regardless of whether they have received a diagnosis or are on a diagnostic pathway.  This is particularly important right now with the current wait in Buckinghamshire for a neurodiversity diagnosis of two years, and similar extensive delays in the EHCP pathway.

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	<p>Last year, we supported 14 of our children through the EHCP pathway, but only one EHCP had been approved by the end of the academic year - or indeed to date. New funding has just been announced to address this backlog, but it is a source of huge worry and uncertainty for families right now.</p> <p>And as a result, they are unable to access funding for specialist therapies such those offered at The Circle Centre. We know that these therapies are essential, and have continued to provide them in the face of a £43,000 reduction in EHCP funding – using our Reserves to do so.</p> <p>Our families are under huge financial pressures. Thanks to supporters, such as Buckingham Town Council, we are able to offer sessions at a similar cost to mainstream nursery settings: £33 per session – the true cost is £186. But for an increasing number of families even that is too much.</p> <p>We offer means-tested bursaries to families with a household income less than £50,000 per year. Currently, 44% of nursery parents have requested further financial assistance with their nursery fees (up from 25% last year). Averaging £546 per child per term. National research shows less affluent SEN families are at a 'double disadvantage', with 16% of parents leaving employment to support their child, and 14% of families going into debt to pay for the resources their child with SEN needs.</p>
<p>What benefits will the grant bring to Buckingham and/or its residents?</p>	<p>We work with every child on a 1:1 basis to give them the start in their education that they need and deserve. We learn their preferences and needs, and from there give them the tools that they need</p>

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<p><i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<p>now, and in the future. And we help their family – arming them with tools to support their child, through a network of peers, and sometime just as a friendly ear.</p> <p><b>Supporting Communication</b> Without effective communication supports, children may be unable to express their basic needs, wants and preferences, or interact with others.</p> <p>We help children develop tools and techniques to promote positive communication. That could include the use of technology, learning gestures, vocalisations, through to developing speech. This is hugely beneficial as it enables them to participate and engage in learning - essential to a child's early development.</p> <p><b>Supporting Sensory Processing and Movement</b> Some of the children also have difficulties filtering and processing sensory information. Many of our children have motor planning and posture difficulties, hyper-mobility and low muscle tone. Our Occupational Therapist works with them to develop skills to help them navigate their world – physically and sensorially.</p> <p><b>Supporting Emotional Regulation</b> Often, the children we support have difficulty regulating their emotions and coping in certain social situations and environments. Navigating everyday life can be highly stressful and traumatic for both the child and their wider family. Every week we meet parents who are desperate for help with how best to support their child.</p> <p>At the Circle Centre we use a recognised framework called SCERTS which adapts the Early Years</p>
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	<p>Foundation Stage Curriculum for SEND settings. Through this framework we can measure outcomes including their resilience, communication and 'just' their happiness.</p> <p>Last year, with the support of Buckingham Town Council, our children made the progress in the following key areas:</p> <ul style="list-style-type: none"> <li>• 95% demonstrated an increase in their happiness.</li> <li>• 85% demonstrated an increased sense of self.</li> <li>• 95% demonstrated an increase in flexibility and resilience.</li> <li>• 95% demonstrated an increase in independence.</li> <li>• 75% demonstrated an increase in social membership and friendships.</li> </ul> <p>Our target is for 85% of children to show an increase in these five areas for 2026/27.</p>
<p>Are more than 50% of your predicted project beneficiaries residents of Buckingham?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>How is your organisation working to reduce the environmental impact of your project?</p>	<p>As a charity we are committed to lowering our impact on the environment and, where possible, at the nursery we make conscious decisions to make choices that have a positive impact.</p> <p>We recycle as much of our waste at the nursery and in our Buckingham office as is possible – even though that is not always straightforward in an early years setting.</p> <p>The majority of our outreach work is delivered using teleconferencing. We work with more than 500</p> <p>We make use of videoconferencing</p>

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	wherever possible when meeting health professionals, schools and others based off-site to reduce the carbon impact associated with travel.
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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Funding towards subsidising two places at the Circle Centre Nursery for 3 x Buckingham residents.	£2,000
<b>Total:</b>	£2,000

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:


How much money did your organisation spend in the last financial year?	£709,505
How much money did your organisation hold in the bank at the end of the last financial year?	£640,978 (Sept 2023 to Aug 2024) Includes £150,000 in an Endowment Fund from Edward Gostling Foundation received in 2023/24
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	£529,821 (Sept 2023 to Aug 2024 – Restricted / Designated Funds) Includes £150,000 Edward Gostling Endowment Fund which is unrestricted,

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	of which a maximum £30,000 can be drawn down each year.
Do you have a reserves policy? If so, please attach a copy with your application.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

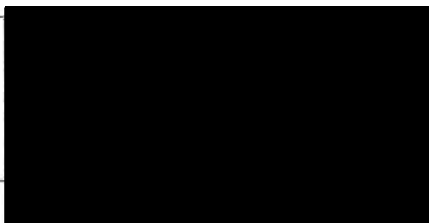
**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.

Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Trusts Fundraiser
Date:	21/11/2025

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**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)


Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?
Current grant holder. Initially heard through an online search of local grants

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*meets criteria*

 <p><b>Buckingham Town Council</b> <b>Grant Application Form</b> <b>One Year Grants</b> <b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Buckingham & District Angling Association (Buckingham River Warden Group)
Address:	10 Moreton Drive Buckingham MK18 1JQ
Website address:	<a href="http://www.bdaafishing.org.uk/riverwardens.htm">www.bdaafishing.org.uk/riverwardens.htm</a>
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	<a href="https://www.facebook.com/buckinghamanddistrictanglingassociation">www.facebook.com/buckinghamanddistrictanglingassociation</a>
Project name:	Support to the River Warden Group
Total project cost:	£ 302– plus Volunteer hours in a year calculated to be at least 360 hours.
Grant amount applied for:	£300
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	Our activities would continue in the short term – though ultimately the level of water testing may need to be reduced – though other sources of financial support may be available through our partners at the UBOCP or BDAA.

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**2. Reason for grant:**

<p>Please tell us about the project you are applying for funding for (maximum 100 words)</p> <p><b>Background</b></p> <p>The <b>Buckingham River Warden Group</b> (part of the BDAA) was formed by <b>Buckingham Town Council, Environment Agency (EA), Upper Bedford Ouse Catchment Partnership (UBOCP)</b> and other interested stakeholders following the serious pollution incident of the Great Ouse in June 2018.</p> <p>The group comprises currently of twelve active local volunteers with six qualified to undertake Riverfly Invertebrate surveys.</p> <p>The group carry's out quarterly walkdown surveys on a number of stretches of the river through Buckingham and reports any concerns observed through the UBOCP.</p> <p>In addition, the group carry's out Riverfly Invertebrate surveys at two sites (Chandos Park and Bourton Park) with the results of these recorded in Cartographer - The Riverfly Partnership database.</p> <p>The group also continues to monitor, on a monthly basis, the levels of Dissolved Oxygen, Ammonia and Phosphate present at its two survey sites. Along with the Riverfly Invertebrate surveys this provide a useful indication of the general water quality of the river that runs through Buckingham. In 2026 we plan to also test for Nitrates with a meter provided by UBOCP.</p> <p>This grant application covers</p> <ul style="list-style-type: none"> <li>• Replacement consumables used in water quality monitoring for the Hanna Meters used for Ammonia and Phosphate measurement</li> <li>• Calibration Check Sets for the Hanna Meters</li> <li>• Replacement Survey Nets – as they tend to need replacing at regular intervals through wear and tear.</li> </ul>
--

**3. Who will benefit from the grant?**

<p>Roughly how many people do you think will benefit from the grant?</p>	<p>Difficult to assess – indirectly benefits the residents of Buckingham as it is important to have a healthy river.</p>
<p>Who do you think will benefit most?</p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>Those with an interest in monitoring the environment and freshwater ecosystems and how they may alter with climate change.</p>

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What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	A regular check of the river water quality that runs through the town. River Wardens are seen as the canaries of the river – giving an early alert to pollution incidents.
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	Hard to assess – Most of our River Wardens do not use cars to travel to their survey sites. Otherwise, our activities have very little impact on the environment.

#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
HI715 Ammonia Calibration Check Set	£36.00
HI713 Phosphate Calibration Check Set	£26.00
HI-715-25 Reagents for HI-715 Ammonia Medium Range Checker HC – 25 tests x 3	£130.00
HI-713-25 Reagents for HI-713 Phosphate Pocket Checker x 25 tests x 3	£50.00
Replacement RiverFly Survey Nets – x 2	£60.00
<b>Total:</b>	£302.00

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	

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Email:	sbumstead@sky.com
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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£21,389
How much money did your organisation hold in the bank at the end of the last financial year?	£10,591
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	Total £4,300 for Woodfields Lake Development - Of which £1,350 committed to extend Car Park £1,350 to repair fishing areas and extend path around the lake. £500 reserved for new roof to the Log Cabin. £1,100 – New fishing Platform
Do you have a reserves policy? If so, please attach a copy with your application.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Not a documented Policy but we have, since last year, increased our reserve to £6,000 in case we have a pollution incident (fish loss) that may adversely impact membership income (as it did in 2018). With £6k in reserve we are able to cover fixed expenses for a short period including payments to riparian owners for their fishing rights.


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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Treasurer and River Warden Co-ordinator
Date:	14/11/2025

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Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

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Previous years submissions.

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only 24 members. Reduce?

Page 1 of 6



## Buckingham Town Council

### Grant Application Form


#### One Year Grants

2026 - 2027

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

#### Please complete all sections

##### 1. Tell us about your organisation:

Name of organisation:	BUCKINGHAM Camera Club
Address:	Padbury Village Hall Main Street Padbury MK18 2AN
Website address:	Buckinghamcamerclub.co.uk
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	Instagram  @buckinghamcameraclub FB page is Buckingham Camera Club <a href="https://www.facebook.com/share/1F67b8hT7p/">https://www.facebook.com/share/1F67b8hT7p/</a>
Project name:	Replacement laptop computer
Total project cost:	£600
Grant amount applied for:	£400
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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<p>How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?</p>	<p>The purchase would be funded from our reducing reserves.</p>
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**2. Reason for grant:**

<p>Please tell us about the project you are applying for funding for (maximum 100 words)</p> <p>The laptop is used to drive the projector which is in turn used at most meetings to show Competition images to a judge or used by a speaker to display their talk programme.</p> <p>The current laptop is a Windows 10 machine and is to old to be upgraded to Windows 11. Microsoft has discontinued security support for Windows 10</p>
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**3. Who will benefit from the grant?**

<p>Roughly how many people do you think will benefit from the grant?</p>	<p>Club membership is 24 and we meet weekly.</p>
<p>Who do you think will benefit most?</p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>People interested in the art and design of photography.</p>
<p>What benefits will the grant bring to Buckingham and/or its residents?</p>	<p>The Camera club has been going for over 40 years and during that time most members have or do live in or near to Buckingham.</p>

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<i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	We are not, as the project does not have an environmental impact.

**4. How will the grant be spent?**

Please give as much detail as possible.

Item	Total Cost
New Windows 11 laptop	£600
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<b>Total:</b>	

**5. Contact and financial information**

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£1,750
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How much money did your organisation hold in the bank at the end of the last financial year?	£2,422,10
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	None, but needed to run the Club in future years.
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

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#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Treasurer
Date:	21/11/2025

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Finally, how did you hear about Buckingham Town Council grants?

Buckingham Town Matters,

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meets criteria - Poss reduce

	<p><b>Buckingham Town Council</b></p> <p><b>Grant Application Form</b></p> <p><b>One Year Grants</b></p> <p><b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Buckingham Choral Society
Address:	[REDACTED]
Website address:	www.buckinghamchoralsociety.co.uk
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	Facebook, @buckinghamsoc
Project name:	Choral concert with orchestral accompaniment with affordable ticket prices.
Total project cost:	Circa £8,000
Grant amount applied for:	£1,000
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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<p>How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?</p>	<p>The planned project would run at a loss without additional funding. The ticket price for future concerts would have to be increased and the number and standard the musicians would be reduced.</p>
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## 2. Reason for grant:

<p>Please tell us about the project you are applying for funding for (maximum 100 words)</p>
<p>Buckingham Choral Society aims to produce a 'major work' concert each year for which orchestral accompaniment is required. Until recently we have been able to perform two out of our three concerts with the Orchestra of Stowe Opera, or similar, but increasing costs now make this very difficult. The cost of hiring the venue and the orchestral players being the biggest cost areas. With the additional support of a grant, we can plan further ahead, maintain the quality of our concerts and perform at least one major work of the choral repertoire. BCS is the only music group in Buckingham which performs choral concerts with professional, orchestral accompaniment and we would like to be able to continue this tradition which began in 1859.</p>

## 3. Who will benefit from the grant?

<p>Roughly how many people do you think will benefit from the grant?</p>	<p>Target audience – 250/concert. Orchestra 40/concert. Soloists 4/concert. 1 musical director: 1 accompanist.</p>
<p>Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>Our audience who will have the opportunity to hear classical music performed with an orchestra in Buckingham. BCS Choir members who will have the opportunity to perform with professional musicians. School children and students for whom the ticket price is held a £5. Residents (new and long-standing) who will have the chance to join in with the vibrant arts community of the town.</p>
<p>What benefits will the grant bring to Buckingham and/or its residents?</p>	<p>The opportunity for Buckingham residents to attend a classical choral concert at modest cost. Increased custom for shops, bars and eating places in the town on concert days.</p>

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<i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	Residents of Buckingham as outlined above
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	Increased use of email, social media and reciprocal arrangements for advertising with other organisations within the town. Concert drinks served in reusable containers. Musical scores hired from local county libraries. Car sharing for rehearsal and events encouraged

#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
To assist with cost of hiring instrumentalists for orchestra.	£1000
<b>Total:</b>	£1000

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£20,213.62
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How much money did your organisation hold in the bank at the end of the last financial year?	£19,446.14 (31/8/25)
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	£7,500 emergency reserve
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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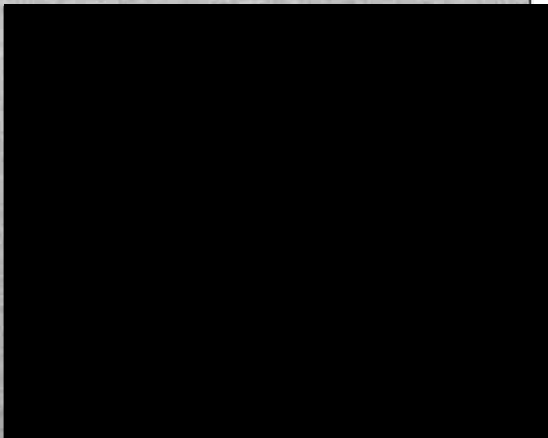
Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:		
Bank account sort code		
Bank account number:		
Bank:		

#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

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Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	Click or tap here to enter text.
Position:	Treasurer, Buckingham Choral Society
Date:	13 Nov 2025

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	<b>Finally, how did you hear about Buckingham Town Council grants?</b>
	Website and previous applicant

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New (1st time) applicant





**Buckingham Town Council**  
**Grant Application Form**  
**One Year Grants**  
**2026 - 2027**

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Buckingham Clothes Bank Registered as: Buckingham Clothes CIC
Address:	[Redacted]
Website address:	www.buckinghamclothesbank.co.uk
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	www.facebook.com/buckinghamclothesbank
Project name:	Grace & Garment support <small>Click or tap here to enter text.</small>
Total project cost:	<small>Click or tap here to enter text.</small> £ 2,700
Grant amount applied for:	<small>Click or tap here to enter text.</small> £ 1,800
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	This is for a monthly amount and covers 12 months of funding. By being offered a reduced amount we would be able to have some breathing room and commit to our project for a reduced number of months whilst seeking alternative funding opportunities. <small>Click or tap here to enter text.</small>

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**2. Reason for grant:**

**Please tell us about the project you are applying for funding for (maximum 100 words)**

We are applying for funding to grow Buckingham Clothes Bank which was established in July 2025. Our limiting factor at the moment is storage and we are seeking funding to have a storage facility for our clothes. We currently stock more than 2,000 clothes in our garage and this funding would give us 12 months in a shipping container. We would also be happy with any other storage options. Our research shows we need more options including hygiene products which we've sourced but don't have storage for at the moment. We are also looking to grow our mental health products to address causes as well as symptoms of people's need. [Click or tap here to enter text.](#)

**3. Who will benefit from the grant?**

<p><b>Roughly how many people do you think will benefit from the grant?</b></p>	<p>We see on average at a Grace &amp; Garment giveaway day 120 - 150 people and this is growing month on month. This is for a year's funding so we would estimate 500 people, recognising we have repeat clients. <a href="#">Click or tap here to enter text.</a></p>
<p><b>Who do you think will benefit most?</b></p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>The very premise of Buckingham Clothes Bank is that it is open to everybody. Whilst we recognise most people will be in need of support we don't want it to be exclusive to them, so to help remove the stigma we are also promoting the eco friendly alternative to fast fashion. <a href="#">Click or tap here to enter text.</a></p> <p>We have seen that single mums are probably our biggest client base and houses with more than 5 people living in the house or single people are the most common we see too.</p> <p>We see a lot of people in receipt of government benefits and living through housing association programmes, and we have worked hard with the <a href="#">Ukrainian community too.</a></p>
<p><b>What benefits will the grant bring to Buckingham and/or its residents?</b></p> <p><i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<p>The grant will mean that anybody in this town has access to free clothing, hygiene products and mental health support resources through our open days. We have also received another grant to cover the ongoing cost of hiring a hall for 12 months. We will bring dignity and confidence to women through the bra bank, ensure more young people are able to go to school through correct school uniforms, and make</p>

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	sure everyone has their basic right of clothing met. <a href="#">Click or tap here to enter text.</a>
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	We use environmentally friendly washing detergent from Smol. we have pretty much got rid of single use plastics. use electric transport where possible for clothing. And of course the very nature of giving clothes a second lease of life is environmentally friendly and reduces landfill. <a href="#">Click or tap here to enter text.</a>

**4. How will the grant be spent?**

Please give as much detail as possible.

Item	Total Cost
Storage Container (SJH Property) @ 156 / month inc. VAT for 12 months. <a href="#">Click or tap here to enter text.</a>	1872. <a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<b>Total:</b>	<b>1,800</b>

**5. Contact and financial information**

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	We are in our first financial year. Since July 2025 we have spent approximately £1,000. <a href="#">Click or tap here to enter text.</a>
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How much money did your organisation hold in the bank at the end of the last financial year?	N/A <a href="#">Click or tap here to enter text.</a>
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	N/A <a href="#">Click or tap here to enter text.</a>
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

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#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Director
Date:	24/11/2025

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**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?

Through Buckinghamshire Council's Helping Hands [Click or tap here to enter text.](#)

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1st time applicant



**Buckingham Town Council  
Grant Application Form**

**One Year Grants  
2026 - 2027**

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Buckingham play group
Address:	Buckingham community centre Cornwalls meadow Buckingham Mk181RP
Website address:	
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	
Project name:	Buckingham playgroup
Total project cost:	£2,500
Grant amount applied for:	However much you are willing to give
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	It would go fully on weekly hall hire (£46.20) and then snacks and any new toys/crafts for the children and parents/carers. Providing them a weekly place to play and eat once a week,

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**2. Reason for grant:**

<p>Please tell us about the project you are applying for funding for (maximum 100 words)</p> <p>I currently run a playgroup at the Buckingham community centre, the group was left to me when the last person could no longer run it and I've been left with £300/£400 in a tin to fund it, we charge £3.50 per family, and provide 90 minute sessions once a week for 0-5 year olds without funding or support I worry I will have to close, I would hate for that to be the case as we provide a fun safe environment for so many little families who</p>
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**3. Who will benefit from the grant?**

Roughly how many people do you think will benefit from the grant?	30+ families
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	Families, new parents looking to find other new parents during maternity leave, new families to the area looking to make friends themselves, families with no support network to create one, children to socialise, adults to socialise, anyone who has children that just wants to get out the house and have a new place/change of scenery once a week!
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	A fun, safe place to go for families to get out enjoy and socialise, allowing children to play, parents to spend time with their children, child minders to do days out, small businesses to advertise, eg posters/flyers for families to see about other things Buckingham do
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	We use used toys that people no longer need rather than them being thrown away they are donated to us so we save waste and all the life in them is used

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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Haul hire	46.20 x 52 = 2,404.40
Snacks	£7 x 52 =£364.00
<b>Total:</b>	2404.40+364=2,768.4

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

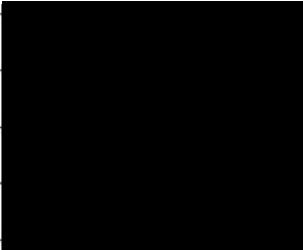
Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	Only taken over the group since July so unsure
How much money did your organisation hold in the bank at the end of the last financial year?	As above
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	We have roughly £200 left
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input type="checkbox"/> No


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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Lead volunteer
Date:	19 November 2025 <small>Click or tap here to enter text.</small>

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**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?
<p>I was informed by one of the parents at the group when I expressed my concerns about closing</p>

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 <p style="text-align: center;"><b>Buckingham Town Council</b> <b>Grant Application Form</b> <b>One Year Grants</b> <b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Buckingham Tennis Club
Address:	Chandos Park Chandos Road Buckingham MK18 1AJ
Website address:	<a href="https://clubspark.lta.org.uk/BuckinghamLawnTennisClub/">https://clubspark.lta.org.uk/BuckinghamLawnTennisClub/</a>
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	Click or tap here to enter text.
Project name:	Tennis Player Safety
Total project cost:	£3,912
Grant amount applied for:	£1,500
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	Increase membership fees by approx. 10% for next year to raise the additional amount required
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## 2. Reason for grant:

Please tell us about the project you are applying for funding for (maximum 100 words)
Following a Legionella assessment we have been strongly advised to remove a cold water storage tank and hot water cylinder to improve H&S inside the clubhouse. Installation of in-line, instantaneous heaters will provide hot water for hand washing in future.
Additionally, the exterior safety fencing is damaged and the straining wires require replacing to maintain the integrity both for the players using the courts and to prevent unwanted access to the courts.

## 3. Who will benefit from the grant?

Roughly how many people do you think will benefit from the grant?	122 members + 100 casual users + 150 juniors having coaching.
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	Equally split between the groups that regularly use both the courts and the clubhouse: <ul style="list-style-type: none"> <li>- members, 1/3 of whom are pensioners</li> <li>- junior players who have coaching Wed. Sat &amp; Sun</li> </ul>
What benefits will the grant bring to Buckingham and/or its residents?	Improve the safety and reduce health risks of the tennis courts and clubhouse for all users through:

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<p><i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<ul style="list-style-type: none"> <li>- Significantly reducing the risk of catching Legionnaires disease from the clubhouse water system</li> <li>- Improving the integrity of the exterior safety fencing.</li> </ul> <p>It will allow the club to continue promoting the health and wellbeing for residents of the area and to enjoy recreational tennis in a safe environment.</p>
<p>Are more than 50% of your predicted project beneficiaries residents of Buckingham?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>How is your organisation working to reduce the environmental impact of your project?</p>	<p>All of the old material will be responsibly disposed of by the contractors and recycled where possible. The use of in-line water heaters (on demand only) will reduce energy use compared to a hot water cylinder.</p>

#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Removal of cold tank and hot water cylinder (Quote from Thomas Betts & Co)	£1,250 + VAT
Installation of 3 x in-line heaters (Quote from Thomas Betts & Co)	£1,250 + VAT
Replacement of straining wires (Quote from Chiltern Sports Contractors)	£760 + VAT
Click or tap here to enter text.	Click or tap here to enter text.
<b>Total:</b>	<b>£3,912</b>

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£21,546
How much money did your organisation hold in the bank at the end of the last financial year?	£47,103
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	£45,000 (court resurfacing)
Do you have a reserves policy? If so, please attach a copy with your application.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

## 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Chairman
Date:	17/11/2025

**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

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Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?
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Mayor making meeting
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**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.



## Buckingham Town Council

### Grant Application Form

#### One Year Grants

2026 - 2027

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	BUCKINGHAM TWINNING ASSOCIATION
Address:	% CARR 2 COOTS CLOSE BUCKINGHAM MK18 7EL
Website address:	www.buckinghamtwinning.org.uk
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	FB: Buckingham Twinning Association Insta: twinningbuck
Project name:	TOWN SIGNAGE UPDATE
Total project cost:	> £6,000
Grant amount applied for:	£6,000
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	NOT FEASIBLE

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## 2. Reason for grant:

<p>Please tell us about the project you are applying for funding for (maximum 100 words)</p>
<p>TO ADD THE NAME OF OUR NEW TWIN TOWN (VALMADRERA, ITALY) TO THE 'WELCOME TO BUCKINGHAM' SIGNS AT THE ENTRANCE TO BUCKINGHAM ON THE ROADS ENTERING TOWN. WE BELIEVE IN ACCURATE, UP-TO-DATE INFORMATION WILL BENEFIT THE TOWN IN RELATION TO TOURISM AND BUSINESS AND EDUCATIONALLY AND CULTURALLY.</p>

## 3. Who will benefit from the grant?

<p>Roughly how many people do you think will benefit from the grant?</p>	<p>A LARGE PROPORTION OF THE POPULATION</p>
<p>Who do you think will benefit most?</p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>TOURISM BUSINESSES SCHOOLS (INC. SEND) SPORTS GROUPS CULTURAL GROUPS</p>
<p>What benefits will the grant bring to Buckingham and/or its residents?</p> <p><i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<p>AS ABOVE. MULTIPLE, WIDE-RANGING.</p>
<p>Are more than 50% of your predicted project beneficiaries residents of Buckingham?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>How is your organisation working to reduce the environmental impact of your project?</p>	<p>N/A. IT'S A ONE-OFF AMENDMENT TO SIGNAGE.</p>

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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
AS PER BUCKINGHAMSHIRE	DEPENDS ON
HIGHWAYS CORRESPONDENCE.	DECISIONS AS
COST CAN BE MINIMAL, SIGNS	TO MOST PRACTICAL
DO NOT NEED REPLACING, JUST	AND ECONOMICALLY
AMENDMENTS.	METHOD
<b>Total:</b>	

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

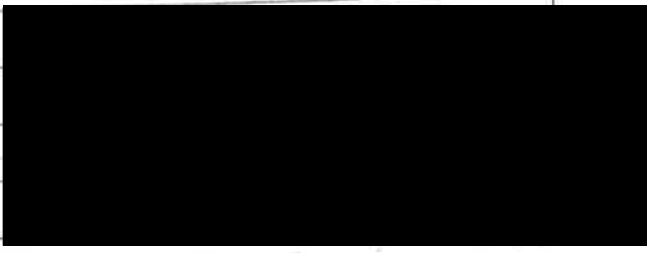
Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£ 3,018.16
How much money did your organisation hold in the bank at the end of the last financial year?	£ 6,189.50
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	£ 4,197.77 YOUTH DEVELOPMENT
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

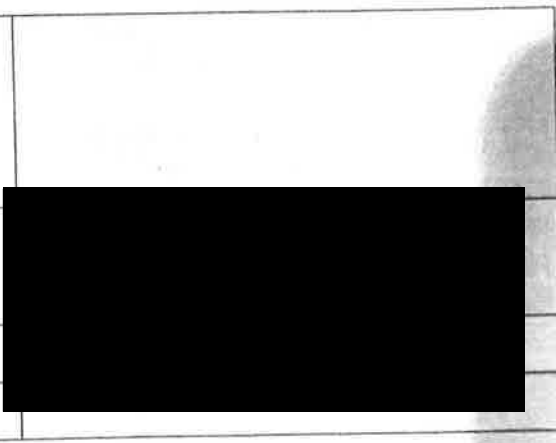
**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.

Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	
Date: 24/11/25	

**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.

**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?

VIA YOUR WEBSITE

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*meets criteria*

## Buckingham Town Council Grant Application Form

*1st time applicant*

### One Year Grants 2026 - 2027

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

#### Please complete all sections

#### 1. Tell us about your organisation:

Name of organisation:	Climate Café-Buckingham
Address:	[REDACTED]
Website address:	n/a
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	n/a
Project name:	Carbon Literate Buckingham
Total project cost:	£1950
Grant amount applied for:	£1950
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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<p>How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?</p>	<p>We have a number of options:</p> <ul style="list-style-type: none"> <li>● Option 1 - budget of £1350 - run only one course. This reduces the number of people we can reach, and the option to deliver alternative times to suit different schedules</li> <li>● Option 2 - budget of £1550 - increase cost to attend to £50 - this becomes inaccessible to lower incomes which goes against our inclusivity goals. It may also lower overall interest which could reduce impact for the community</li> <li>● Option 3 - budget of £750 - promote Climate Cafe and aim to increase its impact without offering Carbon Literacy Training.</li> </ul>
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## 2. Reason for grant:

Please tell us about the project you are applying for funding for (maximum 100 words)

Climate Cafe Buckingham was launched in April 2023 with the aim of connecting local people and having a positive impact on climate and environment. We share news, information, ideas and community action in person and online. We are seeking to develop the Climate Cafe and offer Carbon Literacy® training:

“An awareness of the carbon costs and impacts of everyday activities, and the ability and motivation to reduce emissions, on an individual, community and organisational basis.”

This grant will contribute to the aims of BTC's Climate Emergency plan by increasing community engagement, encouraging residents to reduce energy demand and increase active travel.

## 3. Who will benefit from the grant?

Roughly how many people do you think will benefit from the grant?	14-28 people directly benefitting from doing the training
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	<p>~80 people having the opportunity to engage with us about climate at events          &gt;100 people having the opportunity to engage with us about climate online          ~500 customers/users of businesses or groups who have improved sustainable practices after doing the training</p>
<p>Who do you think will benefit most?</p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>We aim to be as inclusive as possible so anyone in the local area could benefit. It will particularly benefit people who are interested in the climate and environment. Recent studies show that 60-80% of the population are concerned about the climate emergency. We have links with local organisations and are members of Buckingham Community Wildlife and Climate Emergency Group. The subsidised training will also benefit small businesses and community groups who want to operate in a more sustainable way but don't have large training budgets. Our pricing aims to ensure that people on lower incomes or those most affected by the cost of living crisis can have an opportunity to learn about this important topic where other paid resources might be unattainable</p>
<p>What benefits will the grant bring to Buckingham and/or its residents?</p> <p><i>If you project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<p>The climate crisis is a global crisis that is felt and cared about locally. Benefits for local residents include:</p> <ul style="list-style-type: none"> <li>• Wellbeing-studies have shown that connecting with others and taking part in action helps to reduce climate anxiety</li> <li>• Employment - the UK's green economy grew an estimated 10% in 2024; the work of the Climate cafe and learning from the Carbon Literacy training will help young people to get into green jobs</li> <li>• Community -helping local residents to feel part of the solution</li> <li>• Sustainable business - through offering subsidised training to</li> </ul>

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	<p>local businesses, we will be supporting them to change to more sustainable practices; this will also benefit residents, who will have increased access to sustainable services and goods; and these businesses will be promoted through our network.</p> <p>We would be supporting the Town Council in the delivery of its climate emergency plan; specifically by increasing community engagement, encouraging residents to reduce energy demand and increase active travel</p>
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	Currently we encourage lift sharing and active travel - for example Climate Cafe members, walk, run and cycle to the monthly meetings. Through this project we will continue to encourage active travel and lift sharing. Environmental impact will be considered as we take part in events - for example encouraging reuse, providing vegan cakes and sustainable activities. Our purchasing policy will aim for them to be as ethical or environmentally sound as possible, whilst also prioritising local businesses.

#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Branded items such as banner & tablecloth We need these to attract attention when we hold stalls at events and for our message and brand to be memorable	£240
Additional marketing costs which might include volunteer expenses, design costs, or website design and hosting costs (this will largely be covered using the	£100

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skills of members, but we are aware there are costs associated with some activities)	
Leaflet printing and other promotion costs This includes design of at least 2 different leaflets, as well as turning our bike stands map into a leaflet and printing these.	£150
Public indemnity insurance (1 year) This is required to be able to hold stalls. In recent years Climate Cafe-Buckingham members have personally born this cost	£60
Prizes and activities for stalls This might include crafting materials, sweets or medals and ingredients for baking.	£100
Carbon literacy training costs 2 courses run at different times, probably one in person option and one online £350 fee to trainer per course £300 administrative cost to <u>Lighthouse sustainability</u> per course £15 certificate fee per participant £25 fee charged to participants £0 fee to approximately 4 participants who would otherwise be unable to attend the training	£1200
Food hygiene certificates So that we can provide baked goods at stalls and fairs.	£100
<b>Total:</b>	£1950

## 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	

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Email:	
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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	Less than £100 - self funded.
How much money did your organisation hold in the bank at the end of the last financial year?	n/a
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	n/a
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No


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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	Click or tap here to enter text.
Bank account sort code	Click or tap here to enter text.
Bank account number:	Click or tap here to enter text.
Bank:	Click or tap here to enter text.

## 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	
Date:	24/11/2025

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Finally, how did you hear about Buckingham Town Council grants?
Facebook posts as well as personal recommendation

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## Buckingham Town Council Grant Application Form

**One Year Grants  
2025 - 2026**

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

### Please complete all sections

#### 1. Tell us about your organisation:

Name of organisation:	1 <sup>st</sup> Buckingham Rangers
Address:	[REDACTED]
Website address:	
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	
Project name:	Switzerland 2027
Total project cost:	£ 5,700
Grant amount applied for:	£ 750
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes
Would your organisation be able to complete the planned project if a reduced amount of funding was offered by the Council?	<input type="checkbox"/> Yes

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## 2. Reason for grant:

Please tell us about the project you are applying for funding for (maximum 100 words)

Two girls and an adult leader from Buckingham Ranger unit – part of Girlguiding have been selected to take part in a County trip to Our Chalet, Adelboden, Switzerland in the summer of 2027. Our Chalet is one of the World Association of Girl Guides and Girl Scouts locations being only one of 4 in the World.

The week long trip will include a number of outdoor activities and the opportunity to meet other members of World Girlguiding. The cost per person (including leaders) will be £1,900.

These types of trips would not happen without the dedication of our volunteer leaders.

## 3. Who will benefit from the grant?

Roughly how many people do you think will benefit from the grant?	At least 50 in Buckingham alone.
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	Rangers are girls aged between 14 and 18 and these girls have progressed through Rainbows, Brownies and Guides and are nearing the end of their 'youth' Girlguiding journey before embarking on becoming leaders. It is a fitting opportunity for them to experience a trip like this at this point in time.
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	The girls involved live in Buckingham. They will be able share their experiences with other Girlguiding units and encourage international travel with Girlguiding.
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input type="checkbox"/> Yes

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How is your organisation working to reduce the environmental impact of your project?	We will be using trains and buses to get to our destination once we get to Geneva.
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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Help towards the cost of the trip which is estimated at £1900 each.	£750
Total:	£750

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	Combined Ranger and Guide Unit £11,118 but this included monies which would be used for activities and camps (one of which was to Ireland) throughout 2025.
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How much money did your organisation hold in the bank at the end of the last financial year?	Combined Ranger and Guide Unit to end March 2025 was £3,211, but this included payments from parents for Camps/activities in 2025
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	We have allotted approx. £750 for a camp being held in 2026.
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> No

Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Please sign your name here:	
Position:	Ranger Leader
Date:	10 November 2025

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 <p><b>Buckingham Town Council</b>  <b>Grant Application Form</b>  <b>One Year Grants</b>  <b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	JUST FRIENDS
Address:	25 GREENWAY WALK BUCKINGHAM MK18 7BG
Website address:	
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	
Project name:	COACH TRIPS
Total project cost:	£1,500
Grant amount applied for:	£1,500
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	1 TRIP ONLY

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**2. Reason for grant:**

Please tell us about the project you are applying for funding for (maximum 100 words)

To provide a day out for members of Just Friends two or three times per year. Please see attached information about Just Friends

**3. Who will benefit from the grant?**

Roughly how many people do you think will benefit from the grant?	45
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	JUST FRIENDS MEMBERS. AGES 60 - 80+
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	A DAY OUT FOR PEOPLE THAT WOULD NOT NORMALLY BE ABLE TO DO THAT
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	

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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
2 or 3 COACH TRIPS FOR MEMBERS	
<b>Total:</b>	

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	[REDACTED]
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	APPROX £200
How much money did your organisation hold in the bank at the end of the last financial year?	WE DO NOT HAVE A BANK ACCOUNT.
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

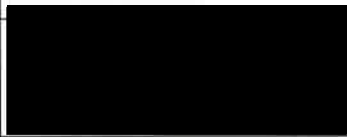
**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.

Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	ORGANISER
Date:	24/11/2025 <small>Click or tap here to enter text.</small>

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Finally, how did you hear about Buckingham Town Council grants?

word of mouth

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*1st time applicant*

*meets criteria*

	<p><b>Buckingham Town Council</b></p> <p><b>Grant Application Form</b></p> <p><b>One Year Grants</b></p> <p><b>2026 - 2027</b></p>
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**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Men in Sheds Buckingham (Part of Community Care North Bucks – Charity number 1172135)
Address:	The Cote The Woolpack Well Street Buckingham MK18 1EP
Website address:	N/A
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	@Buckingham Men in Sheds
Project name:	<u>Reduce Workshop Dust</u> Dust extraction upgrade to accommodate router and plans/thicknesser New vacuum cleaner for upstairs work area
Total project cost:	£425
Grant amount applied for:	£425
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Deleted: £

Deleted: £

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<p>How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?</p>	<p>The project would be delayed until we could raise the funds by other means, including sale of products and commissions.</p>
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**2. Reason for grant:**

<p>Please tell us about the project you are applying for funding for (maximum 100 words)</p> <p>As our membership grows, we are trying to expand the range of activities and skills (still just woodworking) available to our members. We have acquired a donated router and table but this, and our existing planer thicknesser are incompatible with our existing dust extraction system so we need to insert an additional woodchip trap into the system. Also, having adopted our upstairs workshop area, we need to provide the tools to keep it clean and tidy.</p>
---

**3. Who will benefit from the grant?**

<p>Roughly how many people do you think will benefit from the grant?</p>	<p>All of our 20+ members.</p>
<p>Who do you think will benefit most?</p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>Men in Sheds members. Membership is open to men over the age of 18 but our membership is predominantly retired men. The aim of the group is to provide a social environment that provides opportunities for creative activities in a friendly setting.</p>

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<p>What benefits will the grant bring to Buckingham and/or its residents?</p> <p><i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<p>The Men in Sheds group, like all Men in Sheds groups, aims to reduce loneliness and isolation amongst the male population. Our activities include making things for other local not-for-profit organisations, eg planters for the Centre on Verney Close</p>
<p>Are more than 50% of your predicted project beneficiaries residents of Buckingham?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>How is your organisation working to reduce the environmental impact of your project?</p>	<p>The project itself will improve the working environment for our members. We will re-use existing components where possible.</p>

#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Cyclone chip interceptor	£150
Henry vacuum cleaner	£190
Assorted hoses and connection pipes to plumb in the cyclone and attach the router and planer/thicknesser to the dust extraction system	£85
<b>Total:</b>	<b>£425</b>

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

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How much money did your organisation spend in the last financial year?	£9,445.56
How much money did your organisation hold in the bank at the end of the last financial year?	£9,795.58
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	None (although, being at risk of flooding, we try to keep some money aside to help us recover should flooding occur)
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.

Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

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**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Committee member on behalf of MiSB Committee
Date:	18/11/2025

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**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?
Via Community Care North Bucks

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*1st Time applicant*

*meets criteria* - [Redacted]



**Buckingham Town Council**  
**Grant Application Form**  
**One Year Grants**  
**2026 - 2027**

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	North Bucks Adult Carers
Address:	55 Waine Close Buckingham Bucks MK18 1FF
Website address:	<a href="https://www.cnorthbucks.org.uk/services/adult-carers/">https://www.cnorthbucks.org.uk/services/adult-carers/</a>
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	<a href="https://www.facebook.com/NorthBucksAdultCarers">https://www.facebook.com/NorthBucksAdultCarers</a>
Project name:	Respite trips
Total project cost:	£3,000 annually £ Applying for £1,000 of this projected cost
Grant amount applied for:	£1,000£
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	We are lucky to have strong community support and have been able to raise approximately £5,000 for the past two years although the route to funding becomes harder each year.

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## 2. Reason for grant:

<p><b>Please tell us about the project you are applying for funding for (maximum 100 words)</b></p> <p>We like to organise an annual summer outing for our carers who don't get a holiday. Last year we offered a river cruise with lunch plus coach transport. They enjoyed it very much. We also organise garden centre trips, guest speakers and a Xmas lunch for the adult carers and in 2025 and to be repeated Jan 26 we took 46 carers to the MK panto.</p> <p>If we were successful with our grant application we would organise a trip for another River Cruise and then utilise the funds we raise ourselves for additional respite trips.</p>
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## 3. Who will benefit from the grant?

Roughly how many people do you think will benefit from the grant?	40-50 members
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	Our members are elderly, mostly female, carers or ex carers who don't get away for a break. They would benefit from a day out with lunch that they don't have to cook themselves with friendly company so that they are not alone. Many attendees are dealing with partners with dementia and other complex needs and the twice monthly meetings are welcome respite from their caring duties. There are also members who experience social isolation and we regard them as carers but carers for themselves.
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	Supports adult carers and reduces the requirement of statutory bodies to provide respite and social care. Guest speakers from support services including GP practice CAST team, County Council scam avoidance team, Nail painting, dancing and musical entertainment all provide respite support as well as the opportunity to share experiences.
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	We organise a coach for communal transportation rather than individual cars.

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**4. How will the grant be spent?**

Please give as much detail as possible.

Item	Total Cost
An annual summer outing for 40-50 people.	£1,800
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<b>Total:</b>	<b>£1,800</b>

**5. Contact and financial information**

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£9,464
How much money did your organisation hold in the bank at the end of the last financial year?	£9,496
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	£4,876 held in reserves to allow 50% of annual expenditure to be held to ensure continuity of service.
Do you have a reserves policy? If so, please attach a copy with your application.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	[REDACTED]
Bank account sort code	[REDACTED]
Bank account number:	[REDACTED]
Bank:	[REDACTED]

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**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	[REDACTED]
If you cannot attach an electronic signature, please sign your name here:	[REDACTED]
Position:	Chair Community Care North Bucks Group Leader North Bucks Adult Carers
Date:	23/11/2025

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**Please return this form, along with a copy of your organisation’s latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?

Council staff and Council website.

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## Buckingham Town Council

### Grant Application Form

#### One Year Grants

2026 - 2027

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Community Care North Bucks (CCNB) Open House
Address:	[REDACTED]
Website address:	www.CCnorthbucks.org.uk
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	Facebook – Community Care North Bucks
Project name:	Annual outings for former carers or people who live on their own
Total project cost:	£3019.00
Grant amount applied for:	£1589.00
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	We would continue but there would need to be restrictions to numbers able to attend as we would need to rely on drivers to transport our members.

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## 2. Reason for grant:

<p>Please tell us about the project you are applying for funding for (maximum 100 words)</p>
<p>We are planning a trip to the Chiltern Open Air Museum as a social event for ex carers and those living alone. The aim of this project is to provide participants with an enjoyable engaging day out in a unique heritage setting, helping to reduce social isolation and support emotional well being.</p> <p>Many of the people involved have spent years caring for others or are living without regular social contact. A visit to Chiltern Open Air Museum will offer a welcoming environment where participants can explore historic buildings, learn about heritage and enjoy shared activities together. The trip will include transport, museum entry and time for a communal meal or refreshments, creating natural opportunities for conversation, connection and peer support.</p> <p>By putting on these social activities we aim to create meaningful and uplifting experiences that strengthens community ties and supports the well being of those who often feel overlooked or isolated.</p>

## 3. Who will benefit from the grant?

Roughly how many people do you think will benefit from the grant?	53
<p>Who do you think will benefit most?</p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>The primary beneficiaries will be the adult ex-carers and individuals who are living alone, many of whom experience social isolation, reduced social networks or limited opportunity to take part in shared activities.</p> <p>This project will particularly benefit those who may not have the financial means, confidence or support to organise outings independently.</p> <p>Additionally, the families and wider community will benefit from improved well being among participants, who feel more connected, supported and encouraged to take part in future social activities.</p>
<p>What benefits will the grant bring to Buckingham and/or its residents?</p> <p><i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<p>This grant will help to alleviate the social isolation and loneliness that many of our members feel once their caring role has ended. It will also give peace of mind to their families knowing that they are being looked after in a safe environment by our fantastic group of volunteers.</p>
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your	We plan to hire a coach to travel to our destinations, therefore only needing one vehicle to transport us, thus reducing our carbon footprint.

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project?	
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**4. How will the grant be spent?**

Please give as much detail as possible.

Item	Total Cost
21 <sup>st</sup> May 2026 – Cotswold Wildlife Park – Coach	£900
21 <sup>st</sup> May – Cotswold Wildlife Park – Entry fee currently £10 per head	£530
20 <sup>th</sup> August – Chiltern Open Air Museum - Coach	£900
20 <sup>th</sup> August – Chiltern Open Air Museum – Entry fee currently £13 per head	£689
<b>Total:</b>	<b>£3019.00</b>

**5. Contact and financial information**

Please give a contact details of a person who would be available to provide additional information, if required.

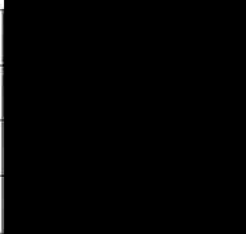
Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£6978.60
How much money did your organisation hold in the bank at the end of the last financial year?	£8077.85 of which includes £5000 of reserves
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	Running costs: Room rental (£518.40) refreshments (£1200) Minibus hire for trips ((£715) Spring and Christmas Lunch (£1320) Summer outings to Lavender fields (£1322) Total allocated reserves £5075.40
Do you have a reserves policy? If so,	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No


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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	

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Position:	Funding Champion
Date:	<input type="text"/>

**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants? Through posters, word of mouth, previous grant.
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**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.

 <p style="text-align: center;"><b>Buckingham Town Council</b> <b>Grant Application Form</b> <b>One Year Grants</b> <b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Project Street Life
Address:	[REDACTED]
Website address:	n/a
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	<a href="https://www.facebook.com/pslbuckingham">https://www.facebook.com/pslbuckingham</a>
Project name:	PSL Residential
Total project cost:	£ 8850.00
Grant amount applied for:	£ 4425.00
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	Project Street Life will be seeking match funding from other funding sources.

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**2. Reason for grant:**

Please tell us about the project you are applying for funding for (maximum 100 words)
We are applying for funding to be able to offer a residential weekend session at Rock UK to the young people who attend our weekly drop-in centre. A variety of activities is available for the young people so they can try different experiences and learn new skill sets, guided and encouraged by trained instructors. The weekend is action-packed and incorporates opportunities such as team-building exercises as well as individual challenges to help the young people step out of their comfort zones and grow in confidence, discernment and responsibility.

**3. Who will benefit from the grant?**

Roughly how many people do you think will benefit from the grant?	20 to 30
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	Those young people who come from ethnic minority or challenging backgrounds where they lack the opportunities other youngsters have. They will be able to experience instructor-led outdoor and indoor activities, learn new skills, find out their strengths and recognise their aptitudes as well as developing confidence and teamworking abilities. This will benefit them greatly and have a positive impact on them and those around them as they grow into adulthood.
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	Young people in Buckingham will have benefitted from the opportunities they have experienced and this will be reflected in how they behave as they develop into young adults in their attitude towards those around them in the community. We hope that rather than spending their time aimlessly they will feel a sense of responsibility towards their local community.
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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How is your organisation working to reduce the environmental impact of your project?	We aim to demonstrate to the young people by example and discussion how important it is to recycle, repair and reuse wherever possible, using products from a sustainable source and avoiding the use of plastics wherever possible, to protect the environment.
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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Coach Hire including fuel and insurance	£ 475.00
Accommodation and activities for 30 young people plus 5 leaders at Rock UK in Kent	£ 7500.00
Food apprx £25 per person for 30 yp + 5 leaders	£ 875.00
<b>Total:</b>	£ 8850.00

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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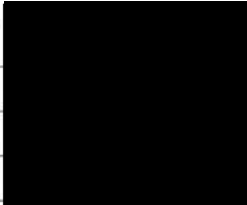
Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£7,630.56
How much money did your organisation hold in the bank at the end of the last financial year?	£9,462.65

**Buckingham Town Council** cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted or shredded.

Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	None
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

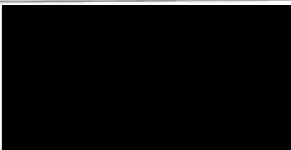
Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

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#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
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If you cannot attach an electronic signature, please sign your name here:	Click or tap here to enter text.
Position:	Trustee
Date:	24/11/2025

**Please return this form, along with a copy of your organisation’s latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

<p>Finally, how did you hear about Buckingham Town Council grants?</p> <p>Via the BTC website.</p>
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1st time applicant






**Buckingham Town Council**  
**Grant Application Form**  
**One Year Grants**  
**2026 - 2027**

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Buckingham Repair Cafe
Address:	
Website address:	<a href="https://www.buckinghamrepaircafe.org/">https://www.buckinghamrepaircafe.org/</a>
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	buckinghamrepaircafe on Facebook
Project name:	Repair Caf�: Marketing and Outreach
Total project cost:	�1050�
Grant amount applied for:	�1050�
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	We would either reduce the quantity of paid marketing, or draw further on our reserves to complete the project as planned.

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## 2. Reason for grant:

Please tell us about the project you are applying for funding for (maximum 100 words)

Buckingham Repair Café has been running almost 2 years, and monthly donations during 2025 declined to a point below "break even". To address this, whilst also developing our educational offering and reaching new parts of Buckingham's community, we will invest in three areas:

- (1) Enhance our outreach capability at outdoor events by purchasing equipment for a gazebo (we have access to a gazebo already).
- (2) Invest in paid printed advertising in local magazines for 6 months and on social media.
- (3) Develop display materials for use at outreach events in schools and the wider community.

## 3. Who will benefit from the grant?

Roughly how many people do you think will benefit from the grant?	100-150 extra repairs per year (10-15 per session), in addition to the 300-350 items currently looked at each year.
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	Our repair café is open to all. Anybody in Buckingham and surrounding villages can benefit by having items repaired for free. (We encourage donations, but it is not compulsory.) Anecdotal evidence suggests that our café is used mostly by older generations, and we would especially like to reach more families with children and young people. However, we also want to reach those who are not on social media and are not yet aware of how we operate.
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	The Repair Café provides several benefits: <ol style="list-style-type: none"> <li>1) Reduction in waste, especially electronic waste</li> <li>2) A route to repair for those unable to pay for commercial repairs or replacements.</li> <li>3) Enhancing the community, as the café is inherently a social space.</li> <li>4) Educating the community, as repairs are conducted in partnership with the owner.</li> </ol>
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	The Repair Café is a project that explicitly aims to reduce waste. We hope that the small environmental impact of this project (some use of materials for printed advertisements and other outreach) will be outweighed by the environmental benefits of increased footfall, leading to increased number of repairs.

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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Gazebo weights (2 x water weights £35 pair)	£70
Gazebo side walls (3m x 3m)	£180
2 Concertina tables (5ft long, £150 each)	£300
Quarter page advertisement in "Life in Buckingham" for 6 months (£50/month + 20% VAT)	£360
Social media sponsored posts budget	£100
2 printed X'pop up banner stands displaying our work (£20 each)	£40
<b>Total:</b>	<b>£1050</b>

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£3612.73
How much money did your organisation hold in the bank at the end of the last financial year?	£2988.05 (31 <sup>st</sup> January 2025)
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	£0
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No – but we aim to have at least 6 months' cost in reserve

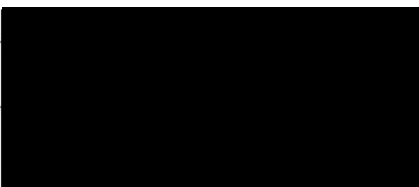
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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:		Formatted Table
Bank account sort code		
Bank account number:		
Bank:		

**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here	
Position:	Chairman
Date:	23/11/2025

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**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)

Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?

Facebook announcements, and knew to look out for them through word-of-mouth.

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	<p><b>Buckingham Town Council</b></p> <p><b>Grant Application Form</b></p> <p><b>One Year Grants</b></p> <p><b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Swan Community Hub
Address:	
Website address:	www.swancommunityhub.org.uk
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	
Project name:	Buckingham Summer Club
Total project cost:	£ 4,830
Grant amount applied for:	£2,750
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	If possible we would try to obtain funding elsewhere.

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**2. Reason for grant:**

<p><b>Please tell us about the project you are applying for funding for (maximum 100 words)</b></p> <p>We wish to run 5 free two hour sessions (one of which will be for SEN children) in the summer holidays 2026. Aimed at children in the age group 3-8. Activity at each session will include Lego, face painting, tattoos, arts &amp; crafts, colouring, dinosaurs, skittles, hoopla, basketball, hook a unicorn etc.</p> <p>At each of the sessions we will also offer a different 1-off type of activity. In 2025 these included Bollywood dancing, drama, sports-4-all and Pauline Quirke singing and dancing.</p> <p>We will supply each child with a take-away activity bag including a free book and free knitted toy supplied by Buckingham Knit and Natter group.</p> <p>We also give each child a snack picnic bag.</p>
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**3. Who will benefit from the grant?**

Roughly how many people do you think will benefit from the grant?	150 families including 430 children based on 2025 attendance
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	We will be targeting families who do not have the financial resources and/or maybe the ideas to provide inexpensive diversions and activities for their children which are fun, interesting and learning experiences. We liaise with local health nurses, fostering network, children centres, schools, playgroups, Furzedown School, Autism Early Support, North Bucks Downs syndrome, and church contacts who provide family and child support.
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	Feedback from families show that they find the free activities and creative ideas provided have been a significant help in strengthening their relationships with their children. The 30 strong team of local volunteers find it motivational and rewarding.
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	By sourcing recyclable materials for our activities and crafts and using sustainable resources wherever we can e.g serving refreshments

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#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Venue hire	£694
Activities and materials	£1024
Insurance	£260
Admin and promotion	£115
Admin charge to Swan Community Hub	£539
Take-away activity bags and books	£1586
Refreshments	£312
New equipment for SEN session	£300
<b>Total:</b>	<b>£4830</b>

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£4178
How much money did your organisation hold in the bank at the end of the last financial year?	See attached financial statement
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	Nil

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Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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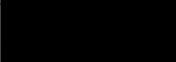
Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

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**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	

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Position:	[REDACTED]
Date:	[REDACTED]

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Finally, how did you hear about Buckingham Town Council grants?
Previous grants

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meets criteria



**Buckingham Town Council**  
**Grant Application Form**  
**One Year Grants**  
**2026 - 2027**

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Buckingham West End Bowls Club
Address:	[REDACTED]
Website address:	www.buckinghamwestendbowls .com
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	Facebook
Project name:	Replacement of bar refrigerated cabinets
Total project cost:	£650
Grant amount applied for:	£650
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	<p>We would have to continue with the existing cabinet, but it is unreliable and inefficient.</p> <p style="text-align: center;">✱ - award 0.</p>

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**2. Reason for grant:**

<b>Please tell us about the project you are applying for funding for (maximum 100 words)</b>
The club which is for local people must fund itself and the bar is a significant part of its income. The bar equipment and fittings are very basic but to operate most of the drinks must be kept cold and on display. Sadly, the existing cabinet has become unreliable and needs replacing

**3. Who will benefit from the grant?**

<b>Roughly how many people do you think will benefit from the grant?</b>	We have 57 playing members and 6 social members
<b>Who do you think will benefit most?</b>  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	All the club members are from Buckingham and district. The majority are retired and there are a significant number who live alone. and the club is a centre where they can meet others with similar interest to socialise and participate in a game which involves gentle exercise.
<b>What benefits will the grant bring to Buckingham and/or its residents?</b>  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	It will maintain a facility which is required for the club to provide activities.
<b>Are more than 50% of your predicted project beneficiaries residents of Buckingham?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>How is your organisation working to reduce the environmental impact of your project?</b>	The new equipment will be significantly more efficient than the existing

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**4. How will the grant be spent?**

Please give as much detail as possible.

Item	Total Cost
Half Height Glass Door Chiller – LINK	£650
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</a>
<b>Total:</b>	

**5. Contact and financial information**

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

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Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£28,065
How much money did your organisation hold in the bank at the end of the last financial year?	£33,179
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	The sewage system is very dated and will need replacement within a few years. The club house is at risk of flooding, and we are no longer able to insure so we need to cover the cost of repairing potential damage

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Page 4 of 6

Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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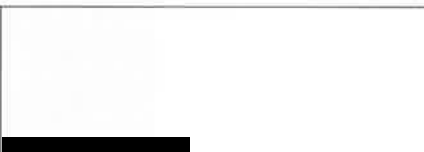

Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	
Bank account sort code	
Bank account number:	
Bank:	

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#### 6. Declaration:

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	
If you cannot attach an electronic signature, please sign your name here:	
Position:	Fundraiser
Date:	23/11/2025

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Finally, how did you hear about Buckingham Town Council grants? Past Experience
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No

1st time applicant - 2 DEC 2025

- does not meet criteria

but BTM distributed.

**Buckingham Town Council**  
**Grant Application Form**  
**One Year Grants**  
**2026 - 2027**

Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	MARBS MORGTON VILLAGE MAIL
Address:	40 THE OLD HOUSE MAIN STREET MARBS MORGTON BUCKINGHAM MK18 1DY
Website address:	WWW.MARBSMORGTONVILLAGEMAIL.CO.UK
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	N/A
Project name:	NEW LOOK
Total project cost:	£ 36,350
Grant amount applied for:	£ 7,500
Has your organisation applied for a grant from the Town Council previously?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	WE HAVE CASH IN HAND FOR THE PROJECT HOWEVER WE WOULD HAVE TO REFINANCE OTHER PLANNED MAINTENANCE PROJECTS
HOME ADDRESS: MAIN STREET, MARBS MORGTON	

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**2. Reason for grant:**

Please tell us about the project you are applying for funding for (maximum 100 words)

WE HAVE AN OLD ROOF THAT IS AT THE END OF ITS LIFESPAN. WE WILL RE-ROOF COMPLETELY AND ALSO FIT NEW AND MORE INSULATION MATERIAL.

**3. Who will benefit from the grant?**

Roughly how many people do you think will benefit from the grant?	700-800 PEOPLE (USERS) PER WEEK
Who do you think will benefit most?  <i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i>	ALL USERS OF THE HALL WHICH INCLUDES MANY SESSIONS BY THE BUCKINGHAM VISA GROUP
What benefits will the grant bring to Buckingham and/or its residents?  <i>If your project is mainly aimed at a particular group of people, explain how your project benefits this group.</i>	IMPROVED AND UPDATED INSULATION, WARMTH AND IMPROVED ENERGY EFFICIENCY
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	INCREASED INSULATION AND REMOVAL OF CURRENT ROOF WHICH CONTAINS ASBESTOS

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**4. How will the grant be spent?**

Please give as much detail as possible.

Item	Total Cost
TOTAL NEW WORK, GUTTERS AND DOWNPIPES	£ 29,800
NEW AND IMPROVED INSULATION	£ 6,550
<b>Total:</b>	<b>£ 36,350</b>

**5. Contact and financial information**

Please give a contact details of a person who would be available to provide additional information, if required.

Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

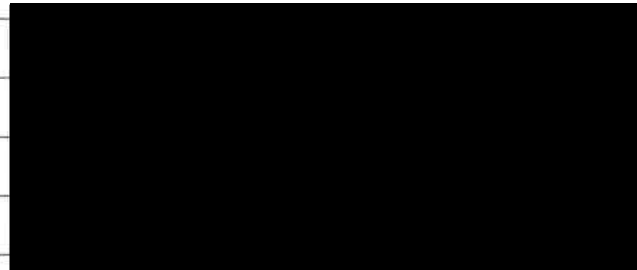
Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£ 8,620
How much money did your organisation hold in the bank at the end of the last financial year?	£ 37,575
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	£ 20,000
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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Please tell us the details of your organisation's bank account so that, if your application is successful, payments can be made electronically.

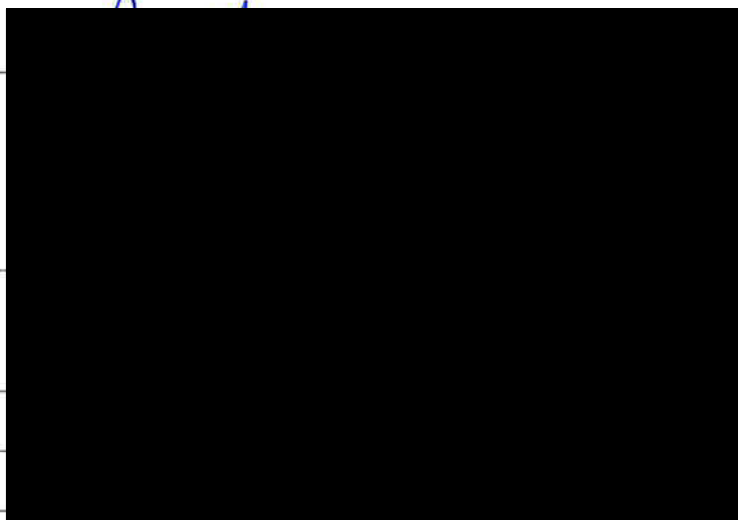
Bank account name:
Bank account sort code
Bank account number:
Bank:



**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation's latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show. *Handwritten: ACCOUNTS SUBMITTED*
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:
If you cannot attach an electronic signature, please sign your name here:
Position:
Date:



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**Please return this form, along with a copy of your organisation's latest audited accounts, to the Council office by noon on Tuesday, 25<sup>th</sup> November 2025. No application will be considered without the necessary paperwork.**

Send digital copies by email to: [accounts@buckingham-tc.gov.uk](mailto:accounts@buckingham-tc.gov.uk)


Paper copies can be sent by post via: Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, MK18 1JP

**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?  THE COUNCIL BULLETIN DISTRIBUTED AROUND THE VILLAGE
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received 4 yr grant.

	<p><b>Buckingham Town Council</b></p> <p><b>Grant Application Form</b></p> <p><b>One Year Grants</b></p> <p><b>2026 - 2027</b></p>
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Before you complete this application form, please read the guidance notes available on our website. If you have any questions about your project idea and whether or not it may be eligible, or about completing this form, please contact the Town Council office.

**Please complete all sections**

**1. Tell us about your organisation:**

Name of organisation:	Stowe Sub Aqua Club
Address:	Stowe Sub Aqua Club c/o Stowe School Aquatic Centre Buckingham MK18 5EH
Website address:	Stowesubacqua.co.uk
Social media handles (eg @BuckinghamTC on Facebook, Twitter and Instagram):	<a href="https://www.facebook.com/stowesubacqua">www.facebook.com/stowesubacqua</a> Instagram; @stowesubacqua
Project name:	Young Diver Experience Project
Total project cost:	£1,000
Grant amount applied for:	£1,000
Has your organisation applied for a grant from the Town Council previously?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How would your organisation continue with the planned project if a reduced amount of funding was offered by the Council?	A full award would allow us to replace more kit and offer more diving training

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**2. Reason for grant:**

Please tell us about the project you are applying for funding for (maximum 100 words)

This project aims to help sustain and develop our youth diving program by providing essential diving equipment.

The club works with local Scouts, Cubs, Explorers, Combined Cadets and others youth organisations and individuals to give around 200 children and teenagers a year their first experience of scuba diving.

To maximise access and participation the club provides all equipment for these sessions. Whilst kit lasts many years, it has a finite lifespan as it needs to remain safe. Thus sets need to be replaced periodically for us to maintain our programme. This is the focus of the 'Young Diver Experience' project.

**3. Who will benefit from the grant?**

<p>Roughly how many people do you think will benefit from the grant?</p>	<p>During the course of the grant year we believe that approx. 50 people will benefit directly from the grant. We'd expect a ripple effect of indirect benefit from experience. Additionally we'd expect this grant to continue to accrue some benefit after the grant year.</p>
<p>Who do you think will benefit most?</p> <p><i>For example, if your project is mainly aimed at a particular group of people, including those with protected characteristics (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex or sexual orientation.) please say so here.</i></p>	<p>This project is aimed at all in the age range 8-18</p>
<p>What benefits will the grant bring to Buckingham and/or its residents?</p> <p><i>If you project is mainly aimed at a particular group of people, explain how your project benefits this group.</i></p>	<p>This project transforms young people's lives by making scuba diving accessible to all children aged 8-18, regardless of socioeconomic background. By providing equipment, we remove financial barriers and enable more simultaneous participants. Young divers—especially those who don't excel in traditional sports—</p>

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	develop confidence, teamwork, and communication skills in a supportive, non-competitive environment. The unique challenge of underwater navigation builds self-assurance that transfers to other life areas. Participants gain physical fitness through cardiovascular exercise and improved breathing techniques, while exposure to underwater ecosystems fosters environmental stewardship. This creates lasting positive relationships with both physical activity and nature conservation.
Are more than 50% of your predicted project beneficiaries residents of Buckingham?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How is your organisation working to reduce the environmental impact of your project?	Concern for the marine ecosystems and environmental stewardship is at the heart of diver training and, additionally, club members take an active part in the annual Buckingham River Rinse

#### 4. How will the grant be spent?

Please give as much detail as possible.

Item	Total Cost
Scubapro MK11 C370/R095 Regulator Set with small mouthpiece kit, or similar. 2-3 sets	£1,000
The regulator set allows the diver to breathe the air from the gas cylinder. The MK11 is a particularly lightweight and compact set that is especially suited for smaller divers. The small mouthpiece kit adaptor will allow for a better seal and greater comfort.	
<b>Total:</b>	£1,000

#### 5. Contact and financial information

Please give a contact details of a person who would be available to provide additional information, if required.

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Contact name:	
Contact address, if different to that overleaf, for office use only:	
Telephone number:	
Email:	

Please summarise the following financial information about your organisation:

How much money did your organisation spend in the last financial year?	£10,619.29
How much money did your organisation hold in the bank at the end of the last financial year?	£6,783.63
Of that amount, how much is held for a specific future project or purpose? (allocated reserves)	All general reserves
Do you have a reserves policy? If so, please attach a copy with your application.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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Please tell us the details of your organisation’s bank account so that, if your application is successful, payments can be made electronically.

Bank account name:	[REDACTED]
Bank account sort code	[REDACTED]
Bank account number:	[REDACTED]
Bank:	[REDACTED]

**6. Declaration:**

- I confirm that the information I have provided on behalf of my organisation is complete and accurate.
- I have included a signed copy of my organisation’s latest accounts or, for new groups, a business plan. I have read the grant policy document and understand what information the accounts should show.
- I understand that if my application is successful my organisation will be required to complete an end of project grant monitoring form prior to the Annual Town Meeting.
- I understand that if my application is successful my organisation will be required, if working with young and/or vulnerable people, to provide relevant safeguarding policies.
- The organisation I am applying on behalf of understands that their project must not promote any particular religious or political belief and must abide by the 2010 Equalities Act.

Electronic Signature:	[REDACTED]
If you cannot attach an electronic signature, please sign your name here:	[REDACTED]
Position:	Chair
Date:	17/11/2025

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**Grant applicants will be notified of the Council decision by February, and payments will be made in May. For more information, contact the Council office.**

Finally, how did you hear about Buckingham Town Council grants?
The Council has generously supported local clubs and initiatives for a number of years now so the scheme is well known and appreciated.

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**Buckingham Town Council**  
**Resources Committee**  
**Monday 2<sup>nd</sup> March 2026**

Contact Officer: Compliance and Projects Manager

**Pensions Auto Enrolment Policy**

**1. Recommendations**

1.1. It is recommended that Members agree the revised wording of the Pensions Auto Enrolment Policy.

**2. Background and amendments**

2.1. The Pensions Auto Enrolment Policy is due for review.

2.2. The substance of the existing policy accurately reflects the current legislation. However, amendments to the wording have been made to align with the wording in the legislation, to update references and links to Buckinghamshire Council, and to correct spelling and grammar.

2.3. Additional text added is highlighted in yellow.

2.4. Deleted text is crossed through and highlighted in blue.



Date agreed	Committee	Minute number	Renewal date
14 <sup>th</sup> November 2022	Resources	420/22.1	November 2025

## BUCKINGHAM TOWN COUNCIL PENSIONS AUTO ENROLLMENT ENROLMENT

This policy applies to employees of Buckingham Town Council (“The Council”) and covers:

- Eligible jobholders
- Local Government Pension Scheme (LGPS)
- Opting out
- Re-enrolment

Under the Pensions Act 2008, every employer in the UK must put certain staff into a pension scheme and contribute towards it. This is called 'automatic enrolment'. The Council 'staging' date was April 2017, after which date all eligible jobholders are required to be automatically enrolled.

### Eligible jobholders

For the purpose of automatic enrolment, workers are put into three different categories depending on how much they earn and their age. The categories are "eligible jobholders", "non-eligible jobholders" and "entitled workers".

Employees of The Council that are “eligible jobholders” will be:

- aged between 22 up to and the State Pension Age, and
- is working or ordinarily works in the UK under their contract of employment, and
- ~~earn over~~ has qualifying earnings above the earnings threshold trigger (as at May 2017 the 2025-26 tax year this is £10,000 per year, or £833 per month or, £192 per week); *this will be periodically updated and can be viewed here:*

<https://www.moneyhelper.org.uk/en/pensions-and-retirement/building-your-retirement-pot/joining-a-workplace-pension-scheme?source=tpas#am-i-eligible-for-my-workplace-pension-scheme>

Eligible jobholders must be enrolled into a pension scheme and both the employee, and The Council must pay into it.

Any employees that fall outside of the ‘eligible jobholder’ classification (age and earnings criteria) can be enrolled into a pension scheme if they ask but they are not required to be auto enrolled.

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## Local Government Pension Scheme (LGPS)

The Council are members of the Local Government Pension Scheme (LGPS) administered by Buckinghamshire ~~County~~ Council.

The LGPS is a valuable part of the pay and reward package for employees of local government, other participating employers, and some councillors. It is heavily subsidised by The Council and is often viewed as one of the most valuable financial rewards of the job.

The LGPS has two sections - the Main Scheme, and the 50/50 Scheme. Employees will be auto enrolled into the Main Scheme.

### Employee contributions

The rate of contributions that the employee pays is based on their actual salary. There are 9 different pay bands with contribution rates ranging from 5.5% to 12.5% of pensionable pay. If the employee elects to join the 50/50 section of the scheme they would pay half the rates. The contribution rates and/or pay bands are reviewed periodically, and the latest rates are available here:

[http://www.buckscc.gov.uk/services/council-and-democracy/local-government-pension-scheme/scheme-members/scheme-members/How-much-you-will-pay | Pensions](http://www.buckscc.gov.uk/services/council-and-democracy/local-government-pension-scheme/scheme-members/scheme-members/How-much-you-will-pay-Pensions)

Employee contributions are calculated on their normal salary plus any overtime (both contractual and non- contractual), Maternity Pay, Paternity Pay, Adoption Pay, Shared Parental Pay and any other taxable benefit specified in their contract as being pensionable.

### Employer contributions

The Council pays the balance of the cost of providing the employee's benefits after taking into account investment returns. Every three years an independent actuary calculates how much The Council should contribute to the scheme. The amount will vary, but generally the present underlying assumption is that employees contribute approximately one third of the scheme's costs and the employer contributes the remainder. The latest employer contribution rates are available here: [http://www.buckscc.gov.uk/services/council-and-democracy/local-government-pension-scheme/employers/contribution-rates/Employer-contribution-rates | Pensions](http://www.buckscc.gov.uk/services/council-and-democracy/local-government-pension-scheme/employers/contribution-rates/Employer-contribution-rates-Pensions)

### Tax relief

~~The LGPS is fully approved by HM Revenue and Customs, which means that the employee~~

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receives tax relief on their contributions. To achieve this, their contributions are deducted from their pensionable pay before they pay tax.

Full details of the LGPS and the scheme benefits are available here:

<http://www.buckscc.gov.uk/services/council-and-democracy/local-government-pension-scheme/scheme-members/>  
[Pensions | Buckinghamshire Local Government Pension Scheme](#)

### **50/50 section**

Employees in the LGPS who feel they cannot afford to make the full contributions, can elect to enrol in the 50/50 section. The 50/50 section of the scheme allows employees to pay half their normal contributions and build up half their normal pension during the time they are in that section. This flexibility may be useful during times of financial hardship, and it allows employees to remain in the scheme, building up valuable pension benefits, as an alternative to opting out of the scheme.

If an employee moves to the 50/50 section they can opt back into the main section whenever they wish. They will however automatically be re-auto enrolled into the main scheme on the 3-year anniversary of joining. They can choose at that point to elect back into the 50/50 section again at that time.

### **Opting out**

An employee who is automatically enrolled into the LGPS can only opt out after they have been brought into the scheme. That does not mean that contributions have to be collected from pay before they can opt out. However, they cannot sign and date the opt-out form until on or after the day they are enrolled.

If the employee opts out within 3 months of being enrolled they will be treated as never having been a member of the LGPS. The Council must refund the employee contributions to the employee within 6 weeks of receipt of the opt out form (or, if the payroll has already been run, by the end of the next pay period) and must reduce the next contribution **pay-over paid** to the Pension Fund by the amount of the refunded employee contributions and by the amount of employer contributions already paid to the Pension Fund in respect of that employee.

### **Re-enrolment**

The Council's re-enrolment date is the 3rd anniversary of the original staging date, and every 3 years after. On the re-enrolment date The Council must re-enrol any eligible jobholders who are not currently active members of the LGPS.

**Buckingham Town Council**

**Resources Committee**

**Monday 2<sup>nd</sup> March 2026**

Contact Officer: Compliance and Projects Manager

**Photographic and Filming Policy**

**1. Recommendations**

1.1. It is recommended that Members agree to readopt the Photography and Filming Policy unchanged.

**2. Background**

2.1. The Photography and Filming Policy is due for review.

2.2. The current policy meets the current legal requirements and is unaltered.



<b>Date agreed</b>	<b>Committee</b>	<b>Minute number</b>	<b>Renewal date</b>
14 <sup>th</sup> November 2022	Resources	422/22.7	November 2025

## **BUCKINGHAM TOWN COUNCIL PHOTOGRAPHIC AND FILMING POLICY**

The Town Council uses images to enhance its website, council publications such as the newsletter, leaflets, banners, and other promotional material and to engage with the public through social media.

The use of images/film will be used to highlight council services, activities, projects, and events rather than to promote individuals.

The Data Protection Act will apply where the photographs are taken for official use and stored with personal details such as names and addresses.

The Council is particularly mindful of its safeguarding obligations and this policy seeks to explain what steps the Council can take to protect everyone and in particular children and vulnerable adults from unwanted photography or filming.

For the avoidance of doubt, this policy applies to cameras, mobile phones, videos, drones and any other equipment capable of recording images. Any reference to photographs and photography should be interpreted as including filming.

### **Purpose of the policy for the use of photographic images:**

- To ensure responsible use of photographic images by Buckingham Town Council and its partners.
- To ensure that only a high standard of photographic images is used on the Council's website, social media, and printed material.
- To ensure that all legal requirements are met in the taking and publication of photographic images.

### **General**

- a) Members and Officers will exercise the greatest discretion at all times when selecting photographic images for publication, taking into consideration the sensitivities of any situation.
- b) The Town Council and its Officers will consider the use of images submitted to them to enhance its website, newsletter, leaflets, promotional material, social media, which are used to promote the work of the Town Council.

- c) The choice of photographic images used on the Town Council website, in the Buckingham Town Matters newsletter and other material will remain the decision of the Town Council and its Officers. The choice of media could include static photographs, slide shows and videos of appropriate length. Editorial control will be retained by the Town Council and its Officers at all times.
- d) Photographic images, excluding public events, focusing on children and vulnerable adults who could be readily identified will not be used without prior permission from parents or carers. Consent forms are kept securely and are valid for five years.
- e) An individual who has given consent may wish to withdraw that consent at a later date. If consent is withdrawn the individual must be advised that the Council cannot recall any publications or films in which their image appears. However once consent is withdrawn, no further use can be made of that individual's image, and it should be deleted.
- f) No personal information such as names, address, etc. will be used alongside images, when used on any promotional material, on the website, newsletter, the Council's social media unless written permission has been obtained.
- g) Access to public events in publicly accessible areas is not restricted. The Council therefore considers that any person who is present at these events is considered to have given implied consent to appear in the background of any photograph or film.

The Council will however make every effort to ensure the public is aware a photographer is on site taking photos for publicity purposes. Individuals are deemed to have given their consent by remaining at the event or location in which photographs are being taken.

- h) Employees and visitors who have concerns about any photography taking place at an event or at council facilities should contact the Events Officer, Deputy Town Clerk or Town Clerk. If appropriate, the person about whom there are concerns should be asked to leave and the Deputy Town Clerk or Town Clerk should be informed.
- i) Links may be given to other photographic sites on the Town Council's website and social media as appropriate at the discretion of the Town Council and its Officers. A statement alongside the link will advise that the Council can in no way be held responsible for the contents on any external website to which it gives a link.
- j) The Town Council will not be responsible for the sale of photographs to members of the public or other agencies at any time.
- k) Persons taking photographs at the request of the Town Council, or its Officers will wear an identity badge signed by the Town Clerk, or appropriate Council ID, or a fluorescent waistcoat with 'Council Photographer' in large lettering on the back at all times and be required to sign an agreement containing rules as shown in Appendix 1 to this Policy. This will enable any person who does not wish to be photographed or filmed the opportunity of taking steps to avoid being photographed or filmed.
- l) Under 18s will not be left alone with a photographer at any time.
- m) A headteacher or community group leader may be able to authorise consent for a group of

children being photographed for publicity purposes. Headteachers routinely obtain written permission from parents to allow their children to be photographed whilst at school or participating in activities, which the school are involved in. The teacher/leader must sign the Council's official consent form to accept responsibility on behalf of the parents, for the children being photographed/filmed.

- n) The copyright of any photographic images will remain the property of the person who has taken the photograph as set down in law unless there is an agreement to assign copyright to a third party. Images created by a Council employee as part of their work will belong exclusively to the Council.
- o) Where a member of the public or other agency applies for the use of a photograph appearing on the Town Council's website, in the newsletter or other promotional material, the person or agency will be referred directly to the photographer responsible for the work.
- p) Photographs that are out of date or no longer usable will be destroyed appropriately by shredding and deletion of the electronic version or archived.
- q) The Council's official photographers will have been issued with the Council's Photography Policy. The Town Clerk will approve all official photographers.
- r) If photography is being commissioned and purchased from an external photographer, the Council must be clear that it expects to purchase not just specific prints or uses of the photograph, but rights to use the photograph where and when it pleases. To avoid any doubt, the photographer will agree to these terms:

*I hereby agree that Buckingham Town Council may use photographs commissioned and paid for by them for any usage that they wish and for whatever time they wish. All photography fees negotiated reflect that usage. As photographer, I do retain copyright to photographs created and transfer unlimited reproduction rights to Buckingham Town Council and any partner agency.*

## **Civic Events**

Pictures will be taken at civic events for printed and digital publicity and archiving purposes. The photographer will be clearly identifiable as the Town Council's photographer. The Council considers that any person who is present at Mayoral engagements is considered to have given implied consent to appear in the background of any photograph or film. Individuals are deemed to have given their consent by remaining at the event or location in which photographs are being taken.

## **Photographs taken for non-publicity purposes**

This Policy is not intended to apply to photographs taken by or on behalf of the Council for day to day business purposes, such as event planning or recording purposes. Photographs will be routinely taken by council officers for example, for recording event layouts, the progress of developments, displays etc. Such photographs are unlikely to contain images of individuals other than council officers and will not be released into the public domain.

Officers must be mindful that the Data Protection Act will apply where such photographs contain images of individuals and are stored with personal details. They must be stored and disposed of appropriately in accordance with the Act. For further advice, please contact the Town Clerk.

In addition, this Policy and Guidance is not intended to apply to photographs taken by or on behalf of the Council in the course of an investigation. Such images may be used as evidence in court proceedings and therefore will be governed by separate evidential procedure rules. You are advised to seek advice from the Town Clerk in relation to the storage and use of such images.

### **Legal Situation**

- a) There are no restrictions on taking photographs in a public place of individuals whether they are adults or minors.
- b) There is no right to privacy in a public place although photographers are subject to the usual libel laws in the same way as other citizens.
- c) Equipment or film may not be confiscated, or images deleted by any person or Police Officer unless a warrant for such action is issued.
- d) The person taking a photograph retains the copyright of that photograph unless there is an agreement to assign copyright to a third party.

**BUCKINGHAM TOWN COUNCIL**  
**RESOURCES COMMITTEE**  
**MONDAY 2<sup>nd</sup> March 2026**

Contact Officer: Policy review: Steve Beech, Compliance and Projects Manager  
Annual Investment Strategy: Claire Molyneux, Town Clerk and RFO

**REPORT: Investment Strategy Policy and Annual Investment Strategy**

**1. Recommendations**

- 1.1. It is recommended that members review and agree the revised Investment Strategy Policy and recommend it to Full Council.
- 1.2. It is recommended that members agree the Annual Investment Strategy for the financial year 2026-27 and recommend it to Full Council.

**2. Background**

- 2.1. This is being discussed because the Investment Strategy Policy is due for annual review.
- 2.2. It is a requirement to produce an Annual Investment Strategy for each financial year.

**3. Investment Strategy Policy**

- 3.1. No amendments to the operation of the policy itself are being recommended.
- 3.2. The Responsible Financial Officer's (RFO) title has been corrected from Responsible Finance Officer and the responsible committee has been clarified in the heading.
- 3.3. Text highlighted in yellow has been added.
- 3.4. Text crossed through and highlighted in blue will be removed.

**4. Annual Investment Strategy**

- 4.1. The RFO is required to produce an Annual Investment Strategy for each financial year.
- 4.2. Currently, all funds are held in bank or deposit accounts. All are available with instant access.
- 4.3. As of the most recent statement the Council held £ £1,125,516.11 in its Public Sector Deposit Fund.
- 4.4. Members will be aware of the current financial climate and the need for prudent financial management, with secure but accessible funds.

4.5. Proposed strategy for the following financial year:

4.5.1. All funds will be kept in instant access accounts in accordance with the Investment Strategy Policy.

4.5.2. No other changes in investment or non-investment holdings are being considered.

4.5.3. The Council's Fidelity insurance cover is set at £2Million in line with a previous recommendation from the Internal Auditor.

Date agreed	Committee	Minute number	Renewal date
May 2025	Resources to FC	9/25.4	May 2026

**BUCKINGHAM TOWN COUNCIL  
INVESTMENT STRATEGY POLICY**

**1. INTRODUCTION**

Buckingham Town Council acknowledges the importance of ethically and prudently investing the temporarily surplus funds held on behalf of the community.

This strategy complies with the revised requirements set out in Section 15(1)(a) of the Local Government Act 2003, the Guidance on Local Government Investments issued by the Department of Communities and Local Government in 2010 and Governance and Accountability for Smaller Authorities in England 2017. The Department of Communities and Local Government is now called the Ministry of Housing, Communities and Local Government.

**2. INVESTMENT OBJECTIVES**

In accordance with Section 15(1) of the 2003 Act, the Council will have regard (a) to such guidance as the Secretary of State may issue, and (b) to such other guidance as the Secretary of State may by regulations specify. Through this guidance issued in 2010 para 3.3 states that if a Parish Council invests more than £500,000 then the guidance applies in full. However, if the investment is between £10,000 and £500,000 “it should decide on the extent, if any, to which it would be reasonable to have regard to the guidance in relation to that year.”

The Council will comply with the guidance in full.

The Council’s investment priorities are the security of reserves and liquidity of its investments.

The Council will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.

All investments will be made in sterling.

The Ministry of Housing, Communities and Local Government maintains that borrowing of monies purely to invest or to lend and make a return, is unlawful and this Council will not engage in such activity.

### 3. SPECIFIED INVESTMENTS

Specified Investments are those offering high security and high liquidity, made in sterling, and maturing within a year. Such short-term investments made with the UK Government, or a local authority or town parish council will automatically be Specified Investments.

For the prudent management of its treasury balances, maintaining sufficient levels of security and liquidity, the Council will use:

Deposits with banks, building societies, funds specific for Town and Parish Councils, local authorities, or other public authorities, including the CCLA Public Sector Deposit Fund.

The Council's investments for the financial year will consist entirely of Specified Investments.

### 4. NON-SPECIFIED INVESTMENTS

These investments have greater potential risk – examples include investment in the money market, stocks, and shares.

Given the unpredictability and uncertainties surrounding such investments, the Council will not use this type of investment.

### 5. LIQUIDITY OF INVESTMENTS

The Responsible **Finance Financial** Officer in consultation with the Finance Officer will determine the maximum periods for which funds may prudently be committed so as not to compromise liquidity. However, this will not be any longer than 12 months.

Investments will be regarded as commencing on the date the commitment to invest is entered into, rather than the date on which the funds are paid over to the counterparty.

### 6. INVESTMENT RISK

The Council will only invest in Specified Investments i.e., deposits with banks, building societies, funds specific for Town and Parish Councils, local authorities, or other public authorities, including the CCLA Public Sector Deposit Fund. This will reduce the risk of loss. Credit rating will play a limited scope within the decision of who to invest with. The length of the investments will be limited but if there is a significant change in credit rating then action will be taken.

The Council will not use Treasury management advisors over the course of the financial year.

The Responsible **Finance Financial** Officer and the Finance Officer will attend any sector specific training which is relevant for Council investments.

## **7. REVIEW AND AMENDMENT OF REGULATIONS**

The Investment Strategy Policy will be reviewed annually by the Resources Committee which will then make a recommendation to the Full Council. The Annual Investment Strategy for the coming financial year will be prepared by the Responsible **Finance** **Financial** Officer and presented for approval at a Resources Committee Meeting which will then make a recommendation to the Full Council.

The Council reserves the right to make variations to the Investment Strategy Policy and/or the Annual Investment Strategy at any time, subject to the approval of the Full Council.

Any variations will be made available to the public.

## **8. FREEDOM OF INFORMATION**

In accordance with the Freedom of Information Act 2000, this Document will be posted on the Council's Website [www.buckingham-tc.gov.uk](http://www.buckingham-tc.gov.uk)

END



Date agreed	Committee	Minute number	Renewal date
May 2025	Full Council Resources to FC	9/25.4	May 2026

**BUCKINGHAM TOWN COUNCIL  
ANNUAL INVESTMENT STRATEGY 2026-2027**

- 1.1 Currently, all funds are held in bank or deposit accounts. All are available with instant access.
- 1.2 As of the most recent statement the Council held £ £1,125,516.11 in its Public Sector Deposit Fund.
- 1.3 The Council's Fidelity insurance cover is set at £2Million in line with a previous recommendation from the Internal Auditor.
- 1.4 Members will be aware of the current financial climate and the need for prudent financial management, with secure but accessible funds.
- 1.5 Proposed strategy for the financial year 2026-27:
  - 1) All funds will be kept in instant access accounts in accordance with the Investment Strategy Policy.
  - 2) No other changes in investment or non-investment holdings are being considered.

**Buckingham Town Council**  
**Resources Committee**  
**Monday 2<sup>nd</sup> March 2026**

Contact Officer: Town Clerk

**Disclosure and Barring Service (DBS) Checks for Town Councillors**

**1. Recommendations**

- 1.1. It is recommended that the Council does not attempt to introduce a requirement for DBS checks for town councillors.

**2. Rational**

- 2.1. Eligibility: Standard and enhanced DBS checks are not available for the role of town councillor as a matter of law, unless the specific activities undertaken meet the definition of regulated activity. As Councillors are not regularly left alone with vulnerable individuals, this threshold is not met. A basic DBS check is available to anyone, but discloses only unspent convictions, offering very limited information.
- 2.2. Proportionality: NCVO (The National Council for Voluntary Organisations) guidance on safeguarding states that DBS checks should not be used as a “just in case” box-ticking exercise. The Council already has proportionate safeguarding arrangements in place. A clear DBS check does not guarantee that an individual poses no risk, it confirms only the absence of certain recorded offences. As above a basic DBS check is even more limited.
- 2.3. Enforceability: Councillors are elected to office by the public, not employed by the Council. There is no legal mechanism to require a DBS check as a condition of holding elected office, nor to remove or suspend a councillor who declines to participate or whose check returns a disclosure. Adopting a policy that cannot be enforced would undermine the Council’s governance framework.

Committee	Minute No.	Action	Action Required	Update	Deadline
Resources	800/18	Compliments, Complaints and FOI requests	Members AGREED for a six monthly report.	Last on agenda October 2025. Due April 2026.	April agenda.
Resources	153/22	Debtors	For the next meeting a report showing debts over 3 months will be included with an explanation for each.		Ongoing - for each agenda.
Resources	433/25 8/12/25	Policies	Report regarding the requirement for DBS checks on councillors.		On agenda
Resources	433/25 8/12/25	Policies	To consider a BTC vulnerable adults policy.		For next agenda
Resources	484/25 12/1/26	Staffing Struture	Circlulate to all Councillors.		Completed
Resources	492/25 12/1/26	Payment endorsements	Amend Financial Regulations to reflect our practice of confidential agenda item for payment endorsements.		For April meeting to recommend to the May FC