

**E/05/25**

Minutes of a meeting of the **Environment Committee** of Buckingham Town Council held on Monday, 24<sup>th</sup> November 2025 at 7pm in the Council Chamber, Cornwall's Meadow, Buckingham.

**Present:**

|                     |            |
|---------------------|------------|
| Cllr. T. Allen      |            |
| Cllr. F. Davies     | Town Mayor |
| Cllr. L. Draper     | Chair      |
| Cllr. J. Harvey     |            |
| Cllr. H. Haydock    |            |
| Cllr. A. Mahi       |            |
| Cllr. R. Newall     |            |
| Cllr. L. O'Donoghue |            |
| Cllr. R. Poppe      |            |
| Cllr. A. Schaefer   |            |
| Cllr. R. Stuchbury  |            |

**Also present:**

|                 |                                 |
|-----------------|---------------------------------|
| Mr. L. Phillips | Estates Manager                 |
| Ms. C. Molyneux | Town Clerk                      |
| Ms. P. Cahill   | Committee Clerk                 |
| Ms. E. Vye      | Swan Practice Managing Director |
| Dr. G. Gavriel  | Executive GP, Swan Practice     |

**Absent:**

|                   |
|-------------------|
| Cllr. Ruth Newell |
| Cllr. S. Singh    |

**Public session**

The Swan Practice Managing Director and Executive GP partner attended to talk about Integrated Neighbourhood Teams where in each neighbourhood, health, social care and voluntary sector providers will work together on local priorities, and priorities set by NHS England, to try and collaborate better to provide more coordinated care. Each neighbourhood will be working with the community teams, hospitals, social care leads and the voluntary sector on various priorities. The Swan Practice has used data to start work with frailty clinics, identifying those at high risk of being admitted to hospital in the near future. This includes working with the community hospital to undertake comprehensive geriatric assessments which will also include assessing social needs.

Members thanked the Swan Practice for attending the meeting and asked:

- Will there be a budget for this?
- Will this secure Buckingham Hospital?
- Will computer systems link together across agencies?
- How can the Town Council help?
- Will additional staff resources be needed?

Dr. Gavriel is happy to report updates to the Town Council and explained that, although there is no funding, there is a pot of Joint Commissioning money, and there has been an agreement from all partners across the County to fund integration leads for each area for a minimum of three years. He explained that the lack of digital integration will be one of the biggest problems; there is a lot of work going on to share records which means that hospitals will be able to access GP records and GPs will be able to access

24<sup>th</sup> November 2025

page 1 of 6

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

Initial .....

**E/05/25**

some hospital records. In the future Buckingham Town Council may be able to give support through raising public awareness and being a critical friend to the neighbourhood work. Additional staffing should not be needed; resources will be used in a more coordinated way. There will be a neighbourhood hub in each neighbourhood, and the Swan Practice is exploring options for North End Surgery.

The Town Clerk explained that she and the Business and Community Engagement Officer have been attending the Integrated Neighbourhood Teams meetings. When the Neighbourhood Framework is published with specific actions, a report will be brought to Committee to suggest how the Town Council can support this. **ACTION**

**TOWN CLERK**

Ms. Vye and Dr. Gavriel left the meeting at 7:21pm.

**400/25 Apologies for Absence**

Members received apologies for absence from Cllr. Ruth Newell and Cllr. Singh.

**401/25 Declarations of Interest**

There were no declarations of interest.

**402/25 Minutes**

Members agreed the minutes of the Environment Committee meeting held on 6<sup>th</sup> October 2025.

**403/25 Shopmobility fees**

Members received a report from the Town Clerk.

1.1 It is recommended that Members agree to freeze the Shopmobility fees.

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

**404/25 Allotments**

404/25.1 Three year plan

Members received a report from the Estates Administrator.

It is recommended that Members:

1. Approve the three-year development plan for the Derrick Isham Allotments.
2. Formally endorse the creation of a Steering Group to progress the Allotment Association.
3. Volunteer to participate in a Steering Group to progress the formation of an Allotment Association, and that the Steering Group be authorised to work with officers and allotment holders to develop a proposed structure, constitution, and timeline for establishing the

Association. The Steering Group shall report back to the relevant Committee with updates and recommendations for approval.

4. Agree to a formal handover to a fully constituted Allotment Association at the end of Year 3, or sooner if possible, subject to readiness review.

Cllr. Davies thanked the Estates Administrator for her work.

Cllr. Davies Proposed, Cllr. O'Donoghue Seconded and Members unanimously **AGREED** the recommendations.

404/25.2 Plot Holder Agreement  
Members received a report from the Estates Administrator.

It is recommended that the Environment Committee:

- 1.1 Approves the draft interim Derrick Isham Allotment Tenancy Agreement for use with the Allotment Steering Group.
- 1.2 Notes the temporary nature of the agreement and its role as a holding arrangement until full site details are finalised.
- 1.3 Approves Schedule 1 of the Derrick Isham Allotment Tenancy Agreement for use with the Allotment Steering Group and early plot holder enquiries.

The Estates Manager confirmed that this is a draft and, having visited the successful Maids Moreton Allotments on Friday, there are some changes that may be made.

Cllr. Harvey asked that it is considered that unnatural chemicals are not used at the allotments. It was recognised that this may be difficult to manage and the Allotment Society is likely to encourage and support plot holders to use natural methods.

Cllr. Draper Proposed that we **AGREE** the recommendations and that the final Interim Plot Holder Agreement is brought back to Committee for approval. Cllr. Davies Seconded and Members unanimously **AGREED**.

Members thanked officers for their work.

#### **405/25 Budgets**

405/25.1 Members received the latest figures.

The Town Clerk and Estates Manager explained:

- Bridge repairs is a committed expenditure which has been moved from an EMR.
- The bridge is being checked weekly and boards repaired if needed. We have just received permit approval from the Environment Agency.

**E/05/25**

- The roof of the Community Centre is sealed but there has been a delay due to the size of fixing brackets needed; the engineer was consulted for a custom solution.
- Defibrillators are properly maintained, with help from the AED Group; the one on this building is being replaced.
- The play area replacement fund (4275) will be moved to EMR 333.
- The Biodiversity Study has been budgeted for but has not yet been undertaken – this can be moved to an EMR to be spent next year.
- Not all underspends will be moved to an EMR.

405/25.2 Members received the draft budget for 2026/2027.

The Town Clerk informed Members that the 11.2% is simply against what we budgeted for last year; we do not yet know what the tax base is going to be. It is important to note that the holding figure for wages estimate will change before it goes to final precept.

The Estates Manager explained that the penstock repairs refers to essential bank repairs. The penstock is where the water enters the stream system in Bourton Park. There is a sluice gate on the river side and on the other side is the pipe which comes under the path and out into the stream. The pipe is severely eroded and, due to flooding, the bank needs reinstating. We have tried unsuccessfully to secure funding and this is essential maintenance and needs to be repaired quite urgently. The Town Clerk clarified that this does not relate to the ponds but is essential work. We are looking at s106 funding stream to do something more impressive with the pond area. She stressed that the figures are not final and are subject to further scrutiny at Resources and Full Council.

#### **406/25      Unauthorised Encampments policy**

Members received the recommended policy from the Parks and Green Spaces Working Group.

Cllr. Draper asked for Illegal to be changed to Unauthorised in title.

Cllr. Stuchbury Proposed, Cllr. Davies Seconded and Member unanimously **AGREED** the Unauthorised Encampments policy.

#### **407/25      Bulb planting at Lace Hill**

Members received a report from the Estates Administrator.

1.1 Members agree to note the report.

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

The Mayor will write a thank you note to the Scouts.

**ACTION MAYOR**

24<sup>th</sup> November 2025

page 4 of 6

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Initial .....

**E/05/25**

**408/25 Green Spaces compliments and complaints**

Members received and noted the compliments and complaints log.

The Town Clerk informed Members that we do not have a by-law about dogs on leads; the Working Group are considering this and looking at recommendations.

**409/25 Lost property log**

Members received and noted the current lost property log and actions taken.

**410/25 Action report**

Members received the report and note the updated information.

Cllr. Haydock said that the Climate Café have air quality monitors that we may be able to access.

Cllr. Harvey left the meeting at 8:16pm.

Cllr. Davies Proposed that we co-ordinate with the Climate Café to undertake a monitoring visit. The Town Clerk, Cllr. Haydock and the Business and Community Engagement Officer have a meeting with the Climate Café next week.

Cllr. Harvey returned to the meeting at 8:19pm.

**411/25 News releases**

Bulb planting.

**ACTION ESTATES ADMINISTRATOR**

**412/25 Chair's announcements – for information only**

No announcements.

**413/25 Date of next meeting:** Monday 16<sup>th</sup> February 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. Members unanimously **AGREED**.

**414/25 Memorial safety inspection repairs**

Members received a report from the Estates Administrator.

Cllr. Stuchbury Proposed, Cllr. Davies Seconded and thanked the Green Spaces Team for their work, and Members unanimously **AGREED** to note the report.

Meeting closed at 8:28pm.

**E/05/25**

Chair .....

Date .....

24<sup>th</sup> November 2025

page 6 of 6

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