



Buckingham Town Council

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Town Clerk: Claire Molyneux

INTERIM
FULL COUNCIL

Wednesday, 18 February 2026

Councillor,

You are summoned to an Interim meeting of the Full Council of Buckingham Town Council to be held on Monday 23rd February 2026, following an Informal Full Council meeting at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Please note that the meeting will be preceded by a Public Session in accordance with Standing Orders 3.e, 3.f, and 3.g, which will last for a maximum of 15 minutes. A member of the public shall not speak for more than 3 minutes. Members of the public can attend the meeting in person. If you would like to address the meeting virtually, please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for details.

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

<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSfCZC9Q/>

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. Approve Penstock Tender

To receive a recommendation from the Environment Committee:

Minute 537/25 - That Full Council be recommended to accept Bidder C to complete the Reinstatement of Eroded Banks at the Penstock, Bourton Park - having achieved the highest overall tender score. The project to be funded from the 2026/27 budget code 252/4601 – Repairs and Maintenance, Bourton Park.

[E/149/25](#)

4. Buckinghamshire Council Local Plan

To receive a report from the Town Clerk.

[IM/154/25](#)



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. Licence application – Buckingham Football Club

To consider if any representation is required.

[Premises Licence application.](#)

6. Chair’s announcements - for information only

7. Date of next meetings:

Full Council: Monday 16th March 2026

Interim Council: Monday 20th April 2026

To:

All Councillors

BUCKINGHAM TOWN COUNCIL**ENVIRONMENT COMMITTEE****MONDAY 16th February 2026****Contact Officer: Estates Administrator****Bourton Park, Penstock Tender: Recommendation of Preferred Contractor****1. Recommendations**

- 1.1. That Full Council be recommended to accept Bidder C to complete the - Reinstatement of Eroded Banks at the Penstock, Bourton Park - having achieved the highest overall tender score. With the project funded from the 2026/27 budget code 252/4601 – Repairs and Maintenance, Bourton Park.

2. Background

- 2.1. This report presents the outcome of the tender evaluation process for the Reinstatement of Eroded Banks at the Penstock, Bourton Park.
- 2.2. The purpose of the report is to inform Members of the Environment 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, which applied a weighted assessment based on:
 - Price – 30%
 - Quality – 70%
- 2.4. The procurement was launched on 9 January 2026 and closed on 6 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. <https://www.buckingham-tc.gov.uk/wp-content/uploads/2026/02/Penstock-Tender-Doc-2025-1.pdf>

3. Tender Evaluation Process

- 3.1. The open tender was advertised on the government's Find a Tender portal and submissions were received from **five contractors**. To ensure impartiality and transparency, all 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 9 February.

4. Information / Results

- 4.1. The tender evaluation identified Bidder C as achieving the highest overall score, reflecting a strong quality submission 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 C represents the most advantageous tender.
- 4.2. Although Bidder B submitted the lowest tender price, this was offset by a significantly lower quality score, resulting in the lowest overall ranking.

Summary of Tender Results (Anonymised)

Bidder	Tender Price (£)	Final Score	Rank	Geographic proximity (for information only)
Bidder A	£36,682.40	74.3	2	Not local
Bidder B	£30,940.55	55.7	5	Not local
Bidder C	£34,380.00	78.3	1	Within 30 Mile radius of the BTC Office
Bidder D	£34,835.63	64.0	3	Not local
Bidder E	£32,000.00	61.7	4	Not local

5. Financial Implications

- 5.1. The cost of the works is £34,380.00 and will be met from budget code 252/4601 – Repairs and Maintenance, Bourton Park (from the 2026/27 budget).

Buckingham Town Council
Interim Full Council
Monday 23rd February 2026

Contact Officer: Town Clerk

Buckinghamshire Council Local Plan: Consultation on site suitability

1. Recommendations

- 1.1. It is recommended that Members agree to raise a Local Plan Working Group of councillors to draft the Town Council response to Buckinghamshire Council's – "Targeted engagement with town and parish councils and landowners: 16th Feb – 16th March". The working group will report back to Full Council on the 16th March.

2. Background

- 2.1. On the 16th February Buckinghamshire Council launched a targeted engagement with town and parish councils and landowners on their local plan proposals. BTC have been granted a 24hrs extension so that Full Council on the 16th March can agree the final response.
- 2.2. It is anticipated that the working group meet twice.
- 2.3. The working group should consider all aspects of the plan including the impact of large developments on the border of the parish and the potential for boundary changes.
- 2.4. The briefing slides and links have already been circulated to Members and publicly available information and maps are located at - [Local Plan for Buckinghamshire sites survey - Your Voice Bucks - Citizen Space](#)

3. Information

The following information is also available on the website:

- Draft Housing and Economic Land Availability Assessment (HELAA)
- New and Expanded Settlement Study (Part 1 and 2) (NESS)
- Draft Green Belt Assessment (of which 12% is "Grey Belt" and 2% potential Grey Belt)
- Interactive Map + Excel Spreadsheet setting out key information on each site here [Buckinghamshire Local Plan - Sites Engagement](#)
- Position statement on current status of supply vs need