



# Buckingham Town Council

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Town Clerk: Claire Molyneux

ENVIRONMENT  
COMMITTEE

Wednesday, 03 June 2026

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 8<sup>th</sup> June 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. Election of Chair

To elect a Chair of the Environment Committee for 2026-2027.

### 2. Apologies for absence

Members are asked to approve or not approve reasons for absence.

### 3. Election of Vice Chair

To elect a Vice Chair of the Environment Committee for 2026-2027.

### 4. 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.

### 5. Minutes

To agree the minutes of the Environment Committee meeting held on 13<sup>th</sup> April 2026.

[Copy previously circulated](#)



Twinned with Mouvaux, France;

Neukirchen-Vluyn, Germany



Valmadrera, Italy



Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't. All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk can send you a copy of any minutes, reports, or other information. To do this, send a request using the contact details set out above.

**6. Budgets**

To receive the latest figures.

[Appendix A](#)

**7. Neighbourhood Frameworks (IMT) Update**

To receive a report from the Business and Community Engagement Officer

[E/15/26](#)

**8. Compliments and Complaints**

To receive the Compliments and Complaints Log.

[Appendix B](#)

**9. Memorial Safety Testing at Brackley Road Cemetery**

To receive a report from the Senior Administrator.

[E/16/26](#)

**10. Christmas Tree Hole**

To receive a report from the Deputy Town Clerk

[E/17/26](#)

**11. Environment Agency proposals for riverbank work in Bourton Park**

To receive a report from the Senior Administrator.

[E/18/26](#)

**12. Mini tractor**

To receive a report from the Estates Manager .

[E/19/26](#)

**13. Climate Emergency Action Plan**

To note there are no updates to the Climate Emergency Action Plan.

**14. Action report**

To receive the report and note the updated information.

[Appendix C](#)

**15. News releases**

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

**17. Date of next meeting:** Monday 27<sup>th</sup> July 2026

**To Committee Members:**

Cllr. T. Allen

Cllr. F. Davies

Cllr. L. Draper

Cllr. J. Harvey

Cllr. H. Haydock

Cllr. A. Mahi

Cllr. R. Newall

Town Mayor

Chair

Cllr. Ruth Newell

Cllr. L. O'Donoghue

Cllr. R. Poppe

Cllr. A. Schaefer

Cllr. R. Stuchbury

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 03/06/2026

Month No: 2

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>ENVIRONMENT</b>							
<u>201 Environment</u>							
3995 NI Environment	2,343	27,200	24,857		24,857	8.6%	
3996 Pensions ERS Environment	4,848	64,500	59,652		59,652	7.5%	
4004 Salaries environment	21,357	264,500	243,143		243,143	8.1%	
Environment :- Indirect Expenditure	<b>28,548</b>	<b>356,200</b>	<b>327,652</b>	<b>0</b>	<b>327,652</b>	<b>8.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(28,548)</b>	<b>(356,200)</b>	<b>(327,652)</b>				
<u>202 Roundabouts</u>							
1051 Roundabout no. 1	3,014	3,014	0			100.0%	
1052 Roundabout no. 2	1,606	1,606	0			100.0%	
1053 Roundabout no. 3	2,636	2,636	0			100.0%	
1054 Roundabout no. 4	3,359	3,359	0			100.0%	
1056 Roundabout no. 6	0	3,579	3,579			0.0%	
1057 Roundabout no. 7	1,826	1,826	(0)			100.0%	
Roundabouts :- Income	<b>12,440</b>	<b>16,020</b>	<b>3,580</b>			<b>77.7%</b>	<b>0</b>
4108 Roundabout	0	2,000	2,000		2,000	0.0%	
Roundabouts :- Indirect Expenditure	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>12,440</b>	<b>14,020</b>	<b>1,580</b>				
<u>203 Maintenance</u>							
4082 Bourton Road Allotments	0	2,458	2,458		2,458	0.0%	
Maintenance :- Indirect Expenditure	<b>0</b>	<b>2,458</b>	<b>2,458</b>	<b>0</b>	<b>2,458</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(2,458)</b>	<b>(2,458)</b>				
<u>205 Grounds maintenance</u>							
4033 Waste disposal	0	6,294	6,294		6,294	0.0%	
4035 Machinery	0	2,973	2,973		2,973	0.0%	
4036 Fuel (Mower)	0	1,900	1,900		1,900	0.0%	
4037 Sundries	1,328	3,646	2,318	138	2,179	40.2%	
4063 Vehicle hire and running costs	508	7,237	6,729	237	6,492	10.3%	
Grounds maintenance :- Indirect Expenditure	<b>1,836</b>	<b>22,050</b>	<b>20,214</b>	<b>375</b>	<b>19,838</b>	<b>10.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,836)</b>	<b>(22,050)</b>	<b>(20,214)</b>				

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## Detailed Income &amp; Expenditure by Budget Heading 03/06/2026

Month No: 2

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>248 Depot</b>							
4013 Equipment purchase	0	5,462	5,462		5,462	0.0%	
4055 Alarm	615	650	35		35	94.6%	
4225 Rates	5,501	5,450	(51)		(51)	100.9%	
4601 Repairs & maintenance fund	0	900	900		900	0.0%	
4602 Electricity	148	2,030	1,882		1,882	7.3%	
4603 Water	0	700	700		700	0.0%	
Depot :- Indirect Expenditure	<b>6,264</b>	<b>15,192</b>	<b>8,928</b>	<b>0</b>	<b>8,928</b>	<b>41.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(6,264)</b>	<b>(15,192)</b>	<b>(8,928)</b>				
<b>249 C Meadow Toilets/Shopmobility</b>							
1085 Shopmobility income	0	250	250			0.0%	
C Meadow Toilets/Shopmobility :- Income	<b>0</b>	<b>250</b>	<b>250</b>			<b>0.0%</b>	<b>0</b>
4602 Electricity	0	600	600		600	0.0%	
4603 Water	0	3,500	3,500		3,500	0.0%	
4608 Shopmobility	0	1,000	1,000		1,000	0.0%	
4612 Contractor charge	1,081	12,316	11,235		11,235	8.8%	
4709 Maintenance	0	1,500	1,500		1,500	0.0%	
C Meadow Toilets/Shopmobility :- Indirect Expenditure	<b>1,081</b>	<b>18,916</b>	<b>17,835</b>	<b>0</b>	<b>17,835</b>	<b>5.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,081)</b>	<b>(18,666)</b>	<b>(17,585)</b>				
<b>250 Lace Hill</b>							
1026 Lace Hill Community Centre	5,659	41,000	35,341			13.8%	
1027 Solar income	0	1,200	1,200			0.0%	
Lace Hill :- Income	<b>5,659</b>	<b>42,200</b>	<b>36,541</b>			<b>13.4%</b>	<b>0</b>
4050 Lace Hill playing fields	0	555	555		555	0.0%	
4118 Solar panels	0	400	400		400	0.0%	
4158 Lace Hill gas	490	5,112	4,622		4,622	9.6%	
4159 Lace Hill electricity	721	8,000	7,279		7,279	9.0%	
4160 Lace Hill water	0	1,236	1,236		1,236	0.0%	
4161 Lace Hill Repair & Maintenance	173	5,066	4,893	66	4,826	4.7%	
4162 Lace Hill Planned Maintenance	86	8,275	8,189	75	8,115	1.9%	
4164 Lace Hill equipment	145	3,200	3,055	75	2,980	6.9%	
4225 Rates	9,408	10,768	1,360		1,360	87.4%	
Lace Hill :- Indirect Expenditure	<b>11,022</b>	<b>42,612</b>	<b>31,590</b>	<b>217</b>	<b>31,373</b>	<b>26.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,364)</b>	<b>(412)</b>	<b>4,952</b>				

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## Detailed Income &amp; Expenditure by Budget Heading 03/06/2026

Month No: 2

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>251 Chandos Park</u>							
1030 Bowls income	0	673	673			0.0%	
1035 Tennis Court Rent	0	836	836			0.0%	
Chandos Park :- Income	<b>0</b>	<b>1,509</b>	<b>1,509</b>			<b>0.0%</b>	<b>0</b>
4601 Repairs & maintenance fund	0	10,431	10,431	6,331	4,100	60.7%	
4602 Electricity	54	650	596		596	8.3%	
4603 Water	272	5,500	5,228		5,228	4.9%	
4606 Bowls Club Maintenance	0	2,342	2,342	1,774	568	75.8%	
Chandos Park :- Indirect Expenditure	<b>326</b>	<b>18,923</b>	<b>18,597</b>	<b>8,105</b>	<b>10,492</b>	<b>44.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(326)</b>	<b>(17,414)</b>	<b>(17,088)</b>				
<u>252 Bourton Park</u>							
4601 Repairs & maintenance fund	956	52,524	51,568	577	50,991	2.9%	
Bourton Park :- Indirect Expenditure	<b>956</b>	<b>52,524</b>	<b>51,568</b>	<b>577</b>	<b>50,991</b>	<b>2.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(956)</b>	<b>(52,524)</b>	<b>(51,568)</b>				
<u>253 Cemeteries</u>							
1041 Burial fees	1,855	33,500	31,645			5.5%	
1112 Allotments Income	0	650	650			0.0%	
Cemeteries :- Income	<b>1,855</b>	<b>34,150</b>	<b>32,295</b>			<b>5.4%</b>	<b>0</b>
4225 Rates	3,757	3,147	(610)		(610)	119.4%	
4265 Cemetery Maintenance	71	8,000	7,929	2,172	5,757	28.0%	
4286 Tingewick Rd Rates	0	4,000	4,000		4,000	0.0%	
4287 Tingewick Rd Electricity	0	1,500	1,500		1,500	0.0%	
4288 Tingewick Rd Water	0	1,000	1,000		1,000	0.0%	
4289 Allotments Water and Maintenan	0	650	650		650	0.0%	
4602 Electricity	32	600	568		568	5.3%	
4617 Memorial testing	0	1,500	1,500		1,500	0.0%	
4619 Cemeteries Development	(2,915)	6,569	9,484	3,369	6,115	6.9%	
4620 Expenses for burial duties	403	6,250	5,847		5,847	6.4%	
Cemeteries :- Indirect Expenditure	<b>1,347</b>	<b>33,216</b>	<b>31,869</b>	<b>5,541</b>	<b>26,327</b>	<b>20.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>508</b>	<b>934</b>	<b>426</b>				
<u>254 Chandos Park toilets</u>							
4612 Contractor charge	1,081	12,316	11,235		11,235	8.8%	
4709 Maintenance	568	3,500	2,932		2,932	16.2%	
Chandos Park toilets :- Indirect Expenditure	<b>1,649</b>	<b>15,816</b>	<b>14,167</b>	<b>0</b>	<b>14,167</b>	<b>10.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,649)</b>	<b>(15,816)</b>	<b>(14,167)</b>				

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## Detailed Income &amp; Expenditure by Budget Heading 03/06/2026

Month No: 2

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>255 Railway Walk &amp; Castle Hill</u>							
4709 Maintenance	0	1,180	1,180		1,180	0.0%	
Railway Walk & Castle Hill :- Indirect Expenditure	<u>0</u>	<u>1,180</u>	<u>1,180</u>	<u>0</u>	<u>1,180</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(1,180)</u>	<u>(1,180)</u>				
<u>256 Storage Premises</u>							
4066 Grenville garage rent	58	680	622		622	8.5%	
Storage Premises :- Indirect Expenditure	<u>58</u>	<u>680</u>	<u>622</u>	<u>0</u>	<u>622</u>	<u>8.5%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(58)</u>	<u>(680)</u>	<u>(622)</u>				
<u>258 Cemetery Lodge</u>							
1061 Cemetery Lodge rental income	1,155	12,704	11,549			9.1%	
Cemetery Lodge :- Income	<u>1,155</u>	<u>12,704</u>	<u>11,549</u>			<u>9.1%</u>	<u>0</u>
4034 PWLB repayments inc. interest	0	4,702	4,702		4,702	0.0%	
4609 Cemetery Lodge maintenance	288	3,400	3,112	130	2,982	12.3%	
4709 Maintenance	73	0	(73)		(73)	0.0%	
Cemetery Lodge :- Indirect Expenditure	<u>361</u>	<u>8,102</u>	<u>7,741</u>	<u>130</u>	<u>7,611</u>	<u>6.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>794</u>	<u>4,602</u>	<u>3,808</u>				
<u>260 CCTV</u>							
4100 CCTV maintenance	0	4,600	4,600		4,600	0.0%	
CCTV :- Indirect Expenditure	<u>0</u>	<u>4,600</u>	<u>4,600</u>	<u>0</u>	<u>4,600</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(4,600)</u>	<u>(4,600)</u>				
<u>261 Community Centre</u>							
4085 Structural repairs	0	17,594	17,594	94	17,500	0.5%	
4091 Chamber	899	1,200	301		301	74.9%	
Community Centre :- Indirect Expenditure	<u>899</u>	<u>18,794</u>	<u>17,895</u>	<u>94</u>	<u>17,801</u>	<u>5.3%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(899)</u>	<u>(18,794)</u>	<u>(17,895)</u>				
<u>262 Parks General</u>							
4101 Seats and bins	0	2,310	2,310	311	1,999	13.5%	
4102 Dog bins	0	4,800	4,800		4,800	0.0%	
4106 Play area maintenance	6	19,423	19,418	6,170	13,248	31.8%	
4112 Environment Equipment	618	11,489	10,871		10,871	5.4%	

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## Detailed Income &amp; Expenditure by Budget Heading 03/06/2026

Month No: 2

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4122 Tree works	5,100	59,810	54,710	16,710	38,000	36.5%	
4168 Defibrillators	0	800	800		800	0.0%	
4275 Play area replacement fund	0	10,500	10,500		10,500	0.0%	
4276 Conservation Volunteers	0	2,240	2,240		2,240	0.0%	
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%	
<b>Parks General :- Indirect Expenditure</b>	<b>5,724</b>	<b>116,372</b>	<b>110,648</b>	<b>23,191</b>	<b>87,458</b>	<b>24.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(5,724)</b>	<b>(116,372)</b>	<b>(110,648)</b>				
<u>264 Tingewick Road Cemetery</u>							
4282 New Cemetery PWLB Repayments	38,077	150,661	112,584		112,584	25.3%	
4285 New Cemetery PWLB Expenditure	20,393	0	(20,393)	38,201	(58,594)	0.0%	
<b>Tingewick Road Cemetery :- Indirect Expenditure</b>	<b>58,470</b>	<b>150,661</b>	<b>92,191</b>	<b>38,201</b>	<b>53,990</b>	<b>64.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(58,470)</b>	<b>(150,661)</b>	<b>(92,191)</b>				
<b>ENVIRONMENT :- Income</b>	<b>21,109</b>	<b>106,833</b>	<b>85,724</b>			<b>19.8%</b>	
Expenditure	118,542	880,296	761,754	76,432	685,323	22.1%	
<b>Movement to/(from) Gen Reserve</b>	<b>(97,433)</b>	<b>(773,463)</b>	<b>(676,030)</b>				
<b>Grand Totals:- Income</b>	<b>21,109</b>	<b>106,833</b>	<b>85,724</b>			<b>19.8%</b>	
Expenditure	118,542	880,296	761,754	76,432	685,323	22.1%	
<b>Net Income over Expenditure</b>	<b>(97,433)</b>	<b>(773,463)</b>	<b>(676,030)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>(97,433)</b>	<b>(773,463)</b>	<b>(676,030)</b>				

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## Buckingham Town Council

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## Earmarked Reserves

Account	Opening Balance	Income	Expenditure	Closing Balance
325 EMR YOUTH COUNCIL	2,015.00	0.00	0.00	2,015.00
326 EMR CEMETERY DEVELOPMENT	48,100.00	38,378.00	0.00	86,478.00
327 EMR LEGAL COSTS	1,000.00	2,000.00	0.00	3,000.00
328 EMR FLOOD RELIEF FUND	826.00	0.00	0.00	826.00
330 EMR CHRISTMAS LIGHTS	2,171.00	1,419.00	0.00	3,590.00
332 EMR CHARTER FAIRS	5,141.00	0.00	0.00	5,141.00
333 EMR PLAY AREA REPLACEMENT	67,932.00	32,068.00	0.00	100,000.00
334 EMR TOURISM LEAFLETS	883.00	0.00	0.00	883.00
335 EMR GREEN SPACES DEVELOPMENT	14,778.00	15,222.00	0.00	30,000.00
337 EMR BRIDGE REPAIRS	9,253.21	0.00	9,253.21	0.00
339 EMR DEPOT EQUIPMENT	11,000.00	4,874.00	0.00	15,874.00
340 EMR AEDS	133.00	0.00	0.00	133.00
341 EMR LHSCC REPAIRS & MAINT	28,000.00	0.00	0.00	28,000.00
343 EMR BOWLS PAVILION REPAIRS	2,493.00	0.00	0.00	2,493.00
344 EMR MAKING GOOD/BOUNDARY REP	45,000.00	0.00	0.00	45,000.00
345 EMR EMERGENCY GRANTS	3,000.00	0.00	0.00	3,000.00
346 EMR TWINNING	1,896.00	0.00	0.00	1,896.00
348 EMR SCULPTURE TRAIL	900.00	0.00	0.00	900.00
349 EMR TRAINING	7,598.00	0.00	0.00	7,598.00
350 EMR COMPUTERS & SOFTWARE	5,633.00	0.00	0.00	5,633.00
351 EMR RATES	656.00	844.00	0.00	1,500.00
352 EMR ACCESSIBILITY	2,513.00	0.00	0.00	2,513.00
353 EMR WILDLIFE CONSERVATION VOLU	3,732.00	2,240.00	0.00	5,972.00
354 EMR MACHINERY REPLACE & REPAIR	12,449.00	2,500.00	0.00	14,949.00
355 EMR BUILDINGS REPLACE & REPAIR	4,090.00	2,635.00	0.00	6,725.00
356 EMR RESOURCING RESERVE	54,828.00	30,828.00	0.00	85,656.00
357 EMR VEHICLE REPLACEMENT & REPA	7,343.00	2,657.00	0.00	10,000.00
358 EMR STAFFING COSTS	832.48	2,667.52	0.00	3,500.00
360 EMR BUCKINGHAM CENTRE COSTS	6,500.00	0.00	0.00	6,500.00
361 EMR EVENTS RESERVE	2,428.00	7,572.00	0.00	10,000.00
362 EMR BIODIVERSITY AUDIT	0.00	2,000.00	0.00	2,000.00
	<b>353,123.69</b>	<b>147,904.52</b>	<b>9,253.21</b>	<b>491,775.00</b>

**Buckingham Town Council****Environment Committee****Monday 9<sup>th</sup> June 2026.**

Contact Officer: Business and Community Engagement Officer

**Neighbourhood Health Framework Update****1. Recommendations**

1.1. Members note the contents of the report.

**2. Background**

- 2.1. In March 2026, the Government published the Neighbourhood Health Framework, which sets out a national approach to delivering health and wellbeing services through partnership working between the NHS, local authorities and other stakeholders.
- 2.2. Delivery is led primarily by the NHS and Buckinghamshire Council, with a focus on integrating health and care services, improving outcomes, and reducing health inequalities.
- 2.3. In North Buckinghamshire, the agreed focus of neighbourhood working is on frailty, with partners prioritising proactive care for older residents.
- 2.4. The framework provides limited clarity on the role of town and parish councils. Whilst expectations for the NHS and upper-tier authorities are clearly defined, the role of lower-tier councils is less explicit.
- 2.5. Buckingham Town Council does not have a statutory role in health or social care delivery; however, it contributes indirectly through community services, local facilities, and partnership working. We have been working with The Swan Practice and other local health services through the Business and Community Engagement Officers attendance of the Integrated Neighbourhood Teams meetings.
- 2.6. The INT meetings have led to the formation of a working group including the Business and Community Engagement Officer, representatives from the North Bucks Community Board, Community Impact Bucks, Winslow Big Society, and local patient participation. The group is exploring ways to support community transport services. An initial scheme to promote awareness of these services is currently being trialled at 3W Health, with the intention of rolling this out to The Swan Practice if successful.
- 2.7. The Town Council will continue to promote its Shopmobility service, supporting residents with mobility challenges to access the town centre and

local services, which aligns with the framework's focus on supporting those with frailty and maintaining independence.



**BUCKINGHAM TOWN COUNCIL****ENVIRONMENT COMMITTEE****MONDAY 8 June 2026**

Contact Officer: Senior Administrator

**Memorial Safety Inspections, Brackley Rd Cemetery****1. Recommendation**

1.1. It is recommended that Members note the report.

**2. Background**

2.1. Buckingham Town Council is responsible for the cemetery at Brackley Road, which contains over 3,000 headstones and memorials. As some of these memorials are no longer regularly attended to, they can deteriorate over time and may present a danger to visitors and staff attending the cemetery.

2.2. The Town Council operates a structured five-year rolling programme of memorial safety inspections. The objective of the programme is to inspect all 10 sections of Brackley Road Cemetery over a five-year period, ensuring every section is reviewed at least twice within that timeframe through ongoing monitoring and repeat inspections.

2.3. The inspection strategy is as follows:

- Inspect two cemetery sections per year for Category One memorials
- Inspect all Category Two memorials annually
- Rotate inspections through all 10 sections during Years 1–5
- Repeat the cycle during Years 6–10
- Prioritise high-traffic or problem-prone sections earlier where appropriate

2.4. All Category One inspections take place during April and May each year and cover the prescribed sections, together with any Category Two memorials previously identified elsewhere in the cemetery.

2.5. The latest round of safety inspections took place within the oldest sections of the cemetery in May 2026. The office will take the following steps to contact deed holders for all affected memorials.

2.6. Sequence of publication:

- Publicity before testing (no less than two weeks prior to inspections)
- Public notices at entrance points to both sections of the cemetery
- Posters on all town notice boards, including within the cemetery
- Letters to any deed holders on file

- Article in the Town Council newsletter
- Social media posts
- Press release published in the local newspaper

2.7. Inspection programme for the first five-year cycle:

Year	Sections to Inspect	Notes
2025	Section G & Section F	Initial baseline inspections
2026	Section K & Section D	Continue rotating through all sections
2027	Section J & Section C	Midpoint of full cycle
2028	Section B & Section A	Continue rotating through all sections
	Entire Cemetery	All memorials over 1.5m
2029	Section Extension & Section E	End of first full inspection cycle

2.8. All memorials exceeding 1.5 metres in height are required to be inspected by a qualified contractor every five years. The most recent inspection was completed in January 2023. The next scheduled inspection for all memorials over 1.5 metres across the entire cemetery site is programmed for January 2028.

2.9. The following table provides information on the latest position regarding memorials across all sections at Brackley Road Cemetery.

Category of Risk	Total Number
1: Unsafe – requires repair	10
2: Needs annual monitoring	27

### 3. Next Steps

3.1. The Greenspaces Team has assessed and classified all remaining Category One memorials by the type of repair required to make them safe. In almost all cases, a qualified Memorial Mason will need to undertake the repair work.

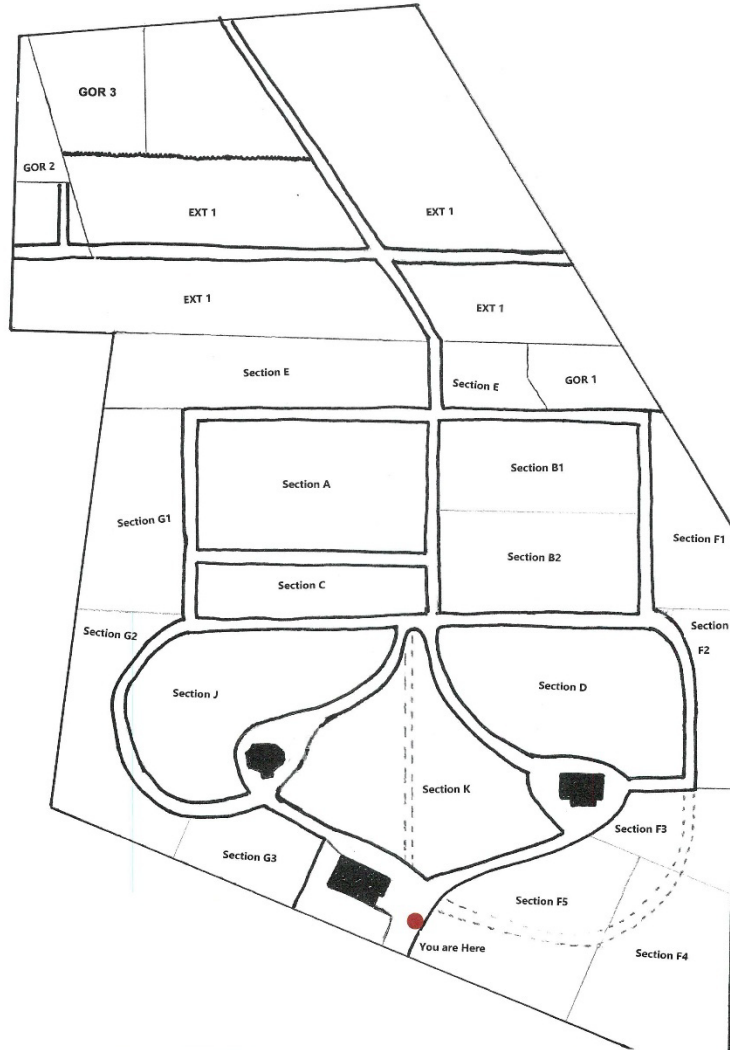
3.2. It is anticipated that the work will not commence until a full calendar year has passed to allow for visitors who may only attend graves at Christmas or other significant occasions.

3.3. The Greenspaces Team will continue to regularly inspect all remaining Category One memorials to ensure that safety equipment and signage remain in place and effective.

3.4. Remaining Category One Memorials at Brackley Road Cemetery

Section	Name	Year of Death
B	Green	1997
B	Somerset	1905
B	Janaway	1905

D	White	1912
D	Tombs	1898
D	Priest	1883
EXT1	Orwin	2005
EXT1	Emary	2002
EXT1	Fenables	1995
F3	Carter	1884



BRACKLEY ROAD CEMETERY SECTIONS

**Buckingham Town Council**  
**Environment Committee**  
**Monday 9<sup>th</sup> June 2026.**

Contact Officer: Deputy Town Clerk

**Christmas Tree Hole Repair**

**1. Recommendations**

- 1.1. Members agree to repair the Christmas Tree hole at a cost of £4449.14 from EMR 355 Building Replacement and Repair

**2. Background**

- 2.1. It was identified when the Christmas tree was removed last year that the hole where we secure the Christmas tree has deteriorated and requires some repair to be safe to use for next Christmas.
- 2.2. We have been advised that tree trunks are getting wider and sturdier and as such the current hole is inadequate in any event and therefore would need remedial works to ensure the safe securing of the Christmas tree moving forward.
- 2.3. Three companies have been requested to provide a quotation, only one company was able to quote and have an ability to be able to proceed with the work.

**3. Budget Costs**

- 3.1. The total quote comes to £4449.14 plus VAT. This quote includes:

- Rebuilding the Christmas tree pit with 330 x 800 ground socket and reinforced concrete surround
- Fit manhole with plain lid (non-recessed)
- Engineers Report
- Utility Survey
- Waste Disposal
- Concrete

- 3.2. It is identified that the cost of this piece of work can come from EMR 355 Building Replacement and Repair.

**BUCKINGHAM TOWN COUNCIL****ENVIRONMENT COMMITTEE****MONDAY 8 June 2026**

Contact Officer: Senior Administrator

**Proposed Watercourse Works in Bourton Park****1. Recommendation**

It is recommended that Members:

- 1.1. Note the report.
- 1.2. Give delegated authority to the Town Clerk and Estates Manager to work with the Environment Agency, Buckinghamshire Council, the Buckingham & River Ouzel Internal Drainage Board, and other relevant organisations to support river restoration, pond improvements, habitat creation, tree management, and desilting works along sections of the River Great Ouse, the Bourton Park stream system and associated ponds.
- 1.3. Agree to issue a joint press release with the Environment Agency at an appropriate stage of the project.

**2. Background**

- 2.1. Following several site visits involving the Environment Agency and local partners, plans are progressing for a major river restoration project covering approximately 4km of the River Great Ouse, from Tingewick Gauging Station to the road bridge at the eastern end of Bourton Park.
- 2.2. The Environment Agency's project is expected to take place over a number of years. Work will need to be carefully timed to avoid disturbing fish spawning, bird nesting, and protected wildlife species.
- 2.3. The aim of the project is to improve the health and flow of the River Great Ouse and connected waterways in Buckingham, making them easier to manage in the future.
- 2.4. The Environment Agency is working with Buckinghamshire Council, Buckingham Town Council, the Buckingham & River Ouzel Internal Drainage Board, and other partners to deliver the project in the most effective way.
- 2.5. The Environment Agency has asked Buckingham Town Council's Estates Team and Buckinghamshire Council to assist with:
  - Checking bridge weight limits along access route;
  - Clearing vegetation in advance of works where needed;

- Helping manage tree debris created during the project; and
- Identifying suitable locations for any silt removed from the river and ponds.

### **3. River and Habitat Improvements**

- 3.1. As part of the project, the Environment Agency and its consultants will prepare a plan to improve biodiversity and restore more natural river and stream conditions.
- 3.2. This work will not involve carrying out large-scale dredging of the river, the focus will be on working with natural processes wherever possible. This is likely to include limited removal of silt in selected areas, while moving excess vegetation and sediment from the middle of channels back towards the banks.

### **4. Proposed Works**

- 4.1. The first phase of work is currently planned for September to mid-October 2026 and again between January and mid-March 2027.
- 4.2. This phase will focus mainly on improving the stream system and four ponds within the Bourton Park stream system. The work is expected to improve fish breeding areas, increase biodiversity, and create better conditions for species such as water voles and otters.
- 4.3. Desilting and tree management work will also begin on selected sections of the River Great Ouse, particularly in Bourton Park and Heartlands Park, where built-up sediment and vegetation are affecting water flow and habitat quality.
- 4.4. The Town Council's Estates Manager has identified woodland areas close to the Bourton Park stream system where surplus silt could potentially be deposited if it cannot be reused elsewhere. Subject to environmental approval, this would reduce transport costs and minimise disruption.
- 4.5. The Environment Agency is working closely with wildlife specialists to ensure the project protects existing species and creates opportunities for future habitat improvements. The work may also support longer-term ambitions to reintroduce water voles to parts of the river corridor.

### **5. Opportunities for Otters Pond Development**

- 5.1. Pond 4 (the Otter's pond) is expected to be fully desilted. This will allow the Town Council to continue exploring future plans for the area, including the possibility of creating an educational space with decking, pond-dipping facilities, and opportunities for schools and community groups to learn about nature.

- 5.2. Buckingham Town Council has long recognised the importance of the pond system within Bourton Park for wildlife, education, and recreation and has been exploring ways to improve it.
- 5.3. The Council's long-term ambition is to restore and enhance the stream and pond network, particularly the Otters Pond area, creating an attractive space for both people and wildlife. Potential improvements include opportunities for natural play, pond dipping, outdoor learning, and environmental education.
- 5.4. These improvements would help make the pond area a key feature within the park once again, giving residents, schools, and community groups more opportunities to enjoy and learn about the natural environment, this could possibly be a viable project to apply for S106 funding.
- 5.5. The Estates Team has previously submitted a number of external funding applications to support the restoration of the Bourton Park pond and stream system. These projects have typically required substantial levels of funding due to the significant costs associated with silt removal, excavation works, and the reinstatement of watercourses and associated habitats. To date, funding bids have been unsuccessful, largely due to the scale of the project costs, match-funding requirements, and other funding criteria.

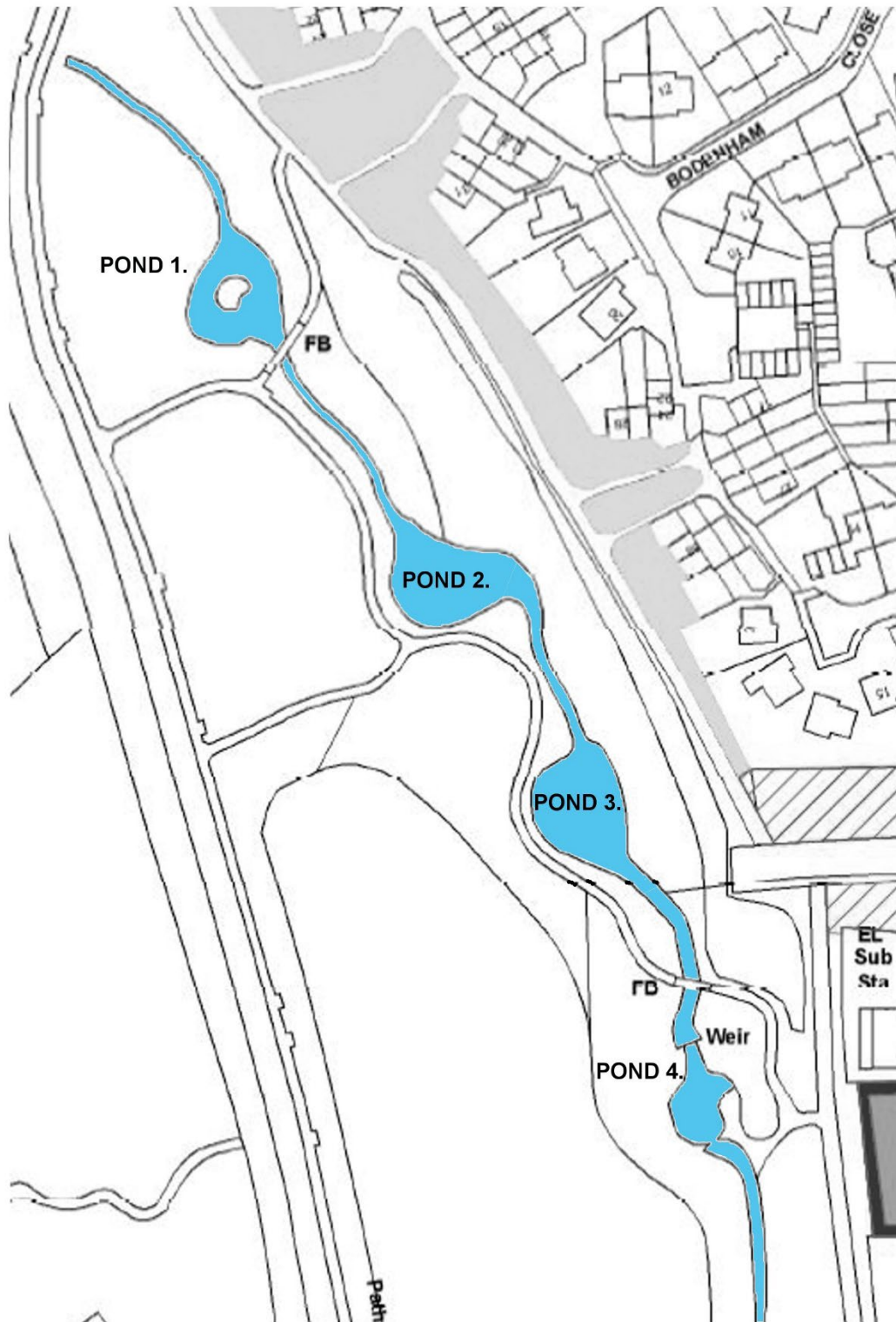
## **6. Financial Implications**

- 6.1. At present, no financial contribution is being requested from Buckingham Town Council.
- 6.2. Any future requests for funding or support will be brought back to Members for consideration.
- 6.3. The proposed Environment Agency project presents an opportunity to deliver some of these essential groundworks and environmental improvements through partnership working, reducing the financial burden on the Town Council while benefiting from external funding and specialist expertise.

## **7. Environmental Implications**

- 7.1. The project has the potential to deliver a range of environmental benefits, including:
  - Improved water quality;
  - Enhanced river flow
  - Better habitats for wildlife;
  - Increased biodiversity;
  - Improved fish breeding areas;
  - Enhanced conditions for protected species such as water voles and otters;
  - Healthier and more resilient waterways; and
  - Better opportunities for residents to access and enjoy the natural environment.

- 7.2. The project supports the Council's aims of improving biodiversity, enhancing green spaces, encouraging environmental education, and helping waterways adapt to future environmental and climate challenges.



Bourton Park Ponds

**Buckingham Town Council**  
**Environment Committee**  
**Monday 9<sup>th</sup> June 2026.**

Contact Officer: Estates Manager

**Purchase of 2 wheel tractor**

**1. Recommendations**

- 1.1. Members agree to the purchase of a 2 wheel tractor and 3 implements from Company A for the cost of £7,732 with the budget to be taken from EMR 354 - Machinery Replace and Repair.

**2. Background**

2.1. The 3 implements are:

- 40" Power-brush
- 26" Rotavator
- 25" Flail mower

2.2. With the expansion of areas the greenspaces team are maintaining the equipment the team needs to maintain and improve the open spaces increases. Using the same power unit this piece of equipment will mean that can cut rough areas, rotavate the soil usually for seeding of grass or wildflower, the road sweeper will be used following flooding to clear the paths in the parks and the road in the new cemetery following grave digging. Additional Implements are available if required in the future.

**3. Budget Costs**

3.1.3 prices have been sought from machinery suppliers

BSC Tracmaster 740 Two Wheel Tractor - with electric start				
	Power Unit	3 Implements	Total	Location
<b>A</b>	£3,772	£3,960	£7,732	within 30 miles
<b>B</b>	£3,900.00	£4,640	£8,540	within 30 miles
<b>C</b>	£3,796	£3,973	£7,769	over 30 miles

No.	Committee	Minute No.	Action	Action Required	Update	Deadline
1	Environment	884/18	Compliments and Complaints Log	Members <b>AGREED</b> the report be brought back to Environment Committee in six months time in the same format.		Due on June Agenda
2	Environment	319/20	Lace Hill Doors/walls	<b>AGREED</b> for a report regarding an additional external fire exit door is brought back to the next committee meeting.	This project will need to be restarted. The walls in the Sports will need to be completed first.	Paused
3	Environment	302/24 7/10/24	Motion: Cllr. Harvey	"This Committee agrees to create a Seating Strategy - to take stock of existing provision and to consider how best to improve the availability of public benches (etc.) where there is need and demand, and to take into account previous decisions about seating and benches made by this Council."		Awaits updates
4	Environment	408/24 25/11/24	Motion: Cllr. Gateley	In order to take the issue of No Idling Zones outside primary schools further, I propose that Buckingham Town Council Members carry out a survey to ascertain the scale of the problem, and how to proceed thereafter.		Members have been liaising with the MP on a multiagency strategy.
5	Environment	668/24 7/4/25	Railway Walk Conservation Group	We will look at our conservation groups after the summer and see how we can support them.		Actions in progress
8	Environment	Public Sess. 24/11/25	Swan Practice	To bring a report to Committee following the publication of the Neighbourhood Framework (IMT)		Awaits framework publication