



Buckingham Town Council

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Town Clerk: Claire Molyneux

PLANNING
COMMITTEE

Wednesday, 10 June 2026

Councillors,

You are summoned to a meeting of the Planning Committee of Buckingham Town Council to be held on Monday 15th June 2026 at 7.00pm in the Council Chamber, Cornwalls Meadow, Buckingham, MK18 1RP.

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/UC89BUTwVpjAOEIdSIfcZC9Q/>

Claire Molyneux
Town Clerk

AGENDA

1. Apologies for absence

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

2. Declarations of interest

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

3. Minutes

To agree the minutes of the Planning Committee Meeting held on 18th May 2026.

[Copy previously circulated](#)

4. Planning applications

For Member's information the next scheduled Buckinghamshire Council – North Buckinghamshire Planning Area Committee meetings are on Wednesdays 17th June and 22nd



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.

July 2026 at 2.30pm. Strategic Sites Committee meetings are on Thursdays 2nd July and 20th July at 2pm.

Additional information provided by the Planning Clerk.

[PL/20/26](#)

To consider a response to planning applications received from Buckinghamshire Council and whether to request a call-in.

The next two applications may be taken together

1. PL/26/03164/FA White Hart Hotel. MK18 1NL
Installation of a 98 inch TV supported on metal frame legs, securely fixed to ground at the rear of the property
2. PL/26/03165/HB Listed Building application for installation of a 98 inch TV supported on metal frame legs, securely fixed to ground at the rear of the property
Clayton [Greene King]
3. PL/26/03323/HB 14 Well Street, MK18 1ET
Listed Building application for roof repairs, including the reconstruction of roof and walls with treated structural timbers and replacement of underlying felt with 85-90% of the original tiles to be re-laid along with matching like for like reclaimed tiles.
Replacement of existing dormer frame and window on a like-for-like basis.
Patterson

The following application was on the May agenda, but was withdrawn before the meeting

4. PL/26/03432/SA 24 High Street, MK18 1NU
Certificate of Lawfulness for improvement of EPC rating by fitting double glazed windows/door, insulating the internal walls, installing solar PV panels and thermal panels to rear facing roofs
Abu
5. PL/26/03595/FA Site of Former Creamery, *[Cox & Robinson/Mole Country Stores]*
Brackley Road, MK18 1JD
Installation of air conditioning units
Marlow [NFU Mutual]
6. PL/26/03632/FA 144 Moreton Road MK18 1PW
Proposed single storey front extension with new access steps, single storey rear extension to replace the existing conservatory, single storey free standing garage out-building to replace the existing garage and new boundary walls and replacement drive
Martin
7. PL/26/03678/FA Spa Cottage, Bath Lane MK18 1DX
Proposed ground floor rear extension and first floor side extension
White

These two applications are clearly linked and can be considered together

8. PL/26/04237/KA 19 Moreton Road MK18 1JZ
T1- Conifer tree to be removed due to being in health decline, lots of dead wood and the roots are cracking the retaining wall
Alexander

9. PL/26/04238/KA 21 Moreton Road MK18 1JZ
T2 conifer to be removed due to health decline, lots of dead wood and root system affecting retaining wall
West
10. PL/26/04242/HB 23 Bridge Street, MK18 1EL
Listed building application for the subdivision of the existing ground floor commercial unit to provide 2 smaller units
Merchant

5. Planning decisions

5.1 To receive for information details of planning decisions made by Buckinghamshire Council.

Approved

Application	Site address	Proposal	BTC response
26/00600/FA	45 Hilltop Avenue	Installation of air source heat pump	No objections (amended plan)
26/02338/FA	5 Holton Road	Replace conservatory with brick extension	No objections
26/02458/PAPCR	1A & 1B Cornwall Place	Prior Approval for change of use of dental surgery to residential (3 flats)	Oppose
26/02581/FA	6 Aris Way	Installation of an oak framed gazebo	No Objections
26/03177/KA	6a West Street	Fell 1 Scotch pine	No Objections

Refused

Application	Site address	Proposal	BTC response
26/00946/HB	32 Nelson St.	Replacement of front sash windows	No objections

Withdrawn

Application	Site address	Proposal	BTC response
20/01000/APP	Summerhouse Hill	Provision of additional parking bay in SW corner of site	Oppose*

* For Members' information, their response (20/4/20) was

Members' response was agreed before the application had been advertised in the neighbourhood. If, after the statutory notices have been posted, neighbours make comment and possibly raise valid planning reasons not obvious to Members viewing from the public domain, they reserve the right to amend their response.

Members noted that the tree report submitted was dated 2015 and may not reflect the current situation, given that permission had been given for another such replacement parking space very close to this proposal site only last autumn. Furthermore there was no plan linking the table in the survey with the actual trees, so no judgement could be made of the size, species, age or condition of the tree whose canopy covered the site, and the likelihood of future works being necessary to keep branches away from the vehicles, or of damage to the roots by construction or the weight of the vehicle. Members agreed to Oppose the proposal until these details were supplied and allayed their concern.

No additional documentation was ever submitted.

6. Action reports

6.1. Regular Actions update

Minute (filing date)	File application responses
37/26 (20/5/26)	10 via Parish Channel 4 direct to named officers 3 to Development Control in the absence of a named officer

7. Licensing

7.1 Statement of Licensing Policy – consultation

To receive and discuss a response to the Buckinghamshire council consultation

[PL/21/26](#)

7.2 To receive and discuss any response to the following application:

PR202605-383460 Bourton Mill, Bourton Road, MK18 7DL
Premises Licence for the sale of alcohol on the premises (including the patio) to gym members and their guests between the hours of:
Fridays 11.00 – 21.00
Saturdays 11.00 – 18.00
Sundays 11.00 – 16.00

The full application is attached

[Appendix A](#)

8. Chair's announcements – for information only

9. Date of the next meeting: Monday 13th July 2026

To Planning Committee:

Cllr. T. Allen	Vice Chair	Cllr. R. Newall
Cllr. F. Davies	Town Mayor	Cllr. L. O'Donoghue
Cllr. J. Harvey		Cllr. S Singh
Cllr. H. Haydock		Cllr. R. Stuchbury
Cllr. A. Mahi		Cllr. M. Try
Cllr. J. Mordue	Chair	Buckingham Society Co-opted Member

BUCKINGHAM TOWN COUNCIL

PLANNING COMMITTEE

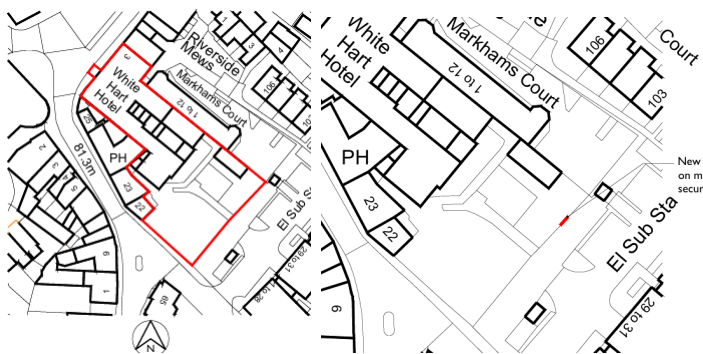
MONDAY 15th JUNE 2026

Additional information on Planning Applications

Contact Officer: Mrs. K. McElligott, Planning Clerk

The following two applications may be considered together:

- 1. **PL/26/03164/FA** White Hart Hotel, 2 Market Square, MK18 1HL
Installation of a 98 inch TV supported on metal frame legs, securely fixed to ground at the rear of the property
- 2. **PL/26/03165/HB** Listed building application for installation of a 98 inch TV supported on metal frame legs, securely fixed to ground at the rear of the property
Clayton [Green King]

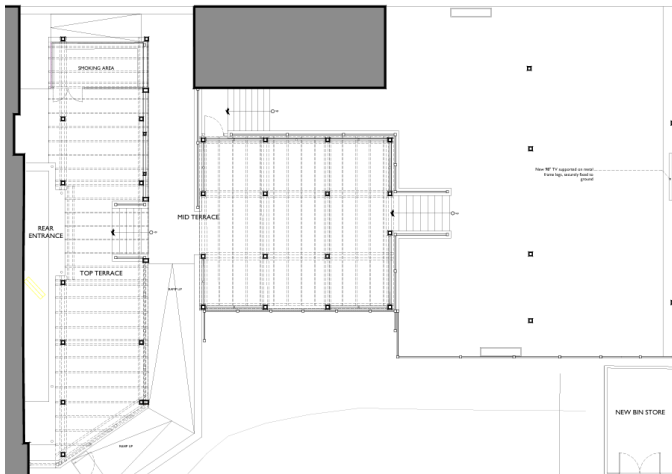


Location plan

Block plan



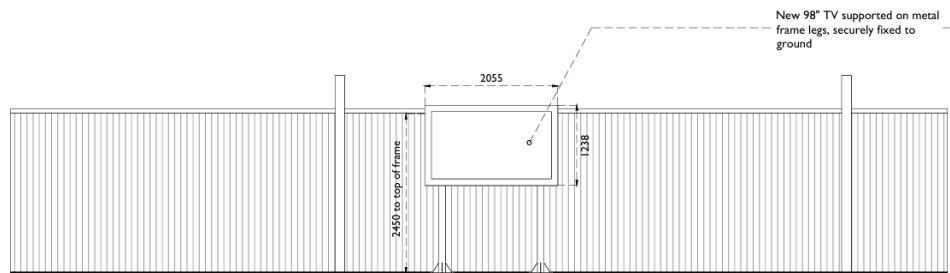
View of proposed TV site from car park



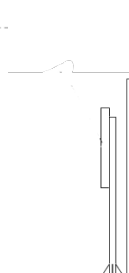
Layout of rear of hotel building with top terrace, roofed middle terrace and lower garden with back fence TV site marked



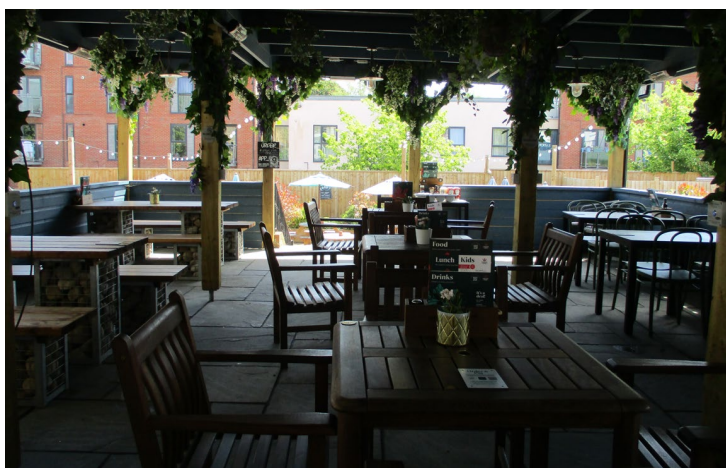
View of Markhams Court flats and Candleford Court houses from back fence adjacent to bin enclosure



View of back fence from rear of White Hart



Side view of TV and stand



3. **PL/26/03323/HB**

14 Well Street, MK18 1ET

Listed Building application for roof repairs, including the reconstruction of roof and walls with treated structural timbers and replacement of underlying felt with 85 -90% of the original tiles to be re-laid along with matching like for like reclaimed tiles.

Replacement of existing dormer frame and window on a like-for-like basis.

Patterson

The site is a Grade II Listed building on the west side of Well Street between Elm Street and the Methodist Church. Immediately to the north is №13, with the curved corner to Elm Street, to the immediate south a pair of three-storey Victorian or Edwardian semidetached houses; the eastern front is directly onto the footpath, elevated well above the road at this point, and to the rear is the garage court for Moat House flats. It is in the Conservation Area and surrounded by other Listed Buildings. The older, front, part of the house (18th century with some 19th century alterations) is rectangular; about 50 years ago a rear wing was added and it was alterations to this wing that were the subject of 26/02059/FA & 26/02060/HB which were considered at the 20th April meeting. Members' response was

Members had no objections to the proposed work to the earlier extension, but noted that the roof of the part of the building fronting the street had been stripped of its tiles on both front and rear slopes, with no separate approval in place.

and the decision on these two applications is awaited.

It is assumed that the response has triggered this application.



(photo: 9/4/26 for earlier applications)



Nearby Listed Buildings



The work being done in April

The roof has been made waterproof and other work stopped pending a decision. It seems that there has been water leakage into the interior of the roof which has led to the timbers, battens and felt rotting. The applicant proposes to support the failed rafters with new wood, so that the originals will

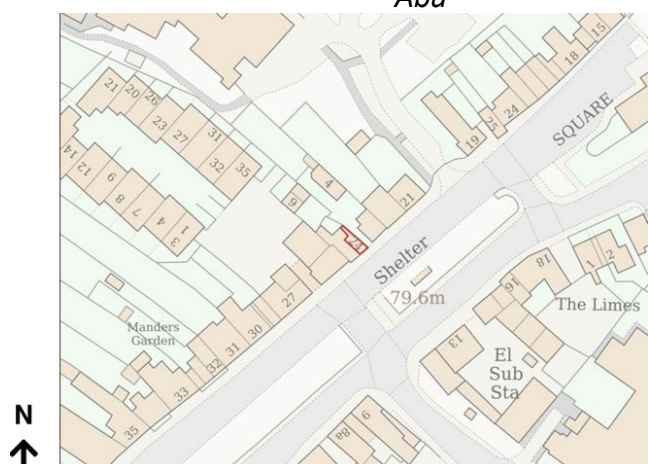
be retained but able to support the weight of the tiles. I saw in April that these were stacked neatly on the scaffolding planks awaiting reuse and the application states that approx. 85-90% of these are sound, leaving a small number of suitably similar tiles to be sourced. The dormer frame was beyond repair and has been replaced with an identical structure in new wood.

There is a detailed breakdown of the works with photos here

[PL_26_03323_HB-14-WELLS-STREET-BUCKINGHAM-20431232.pdf](#)

The following application was on the May agenda, but was withdrawn before the meeting

4. **PL/26/03432/SA** 24 High Street, MK18 1NU
 Certificate of Lawfulness for proposed improvement of EPC rating by fitting double glazed windows/door, insulating the internal walls, installing solar PV panels and thermal panels to rear facing roofs
 Abu



Location plan



Adjacent Listed Buildings

The site is a 2-bed three-storey end of terrace cottage on the west side of High Street on the corner of Toombs Yard and opposite the bus stand. It is in the Conservation Area, not Listed, but it and its neighbour №.25 formed a matching pair and are on the list of Local Heritage Assets. However №.25 has already installed double glazing front and rear, and a new door, see photos below, which was reported to Enforcement in 2025 as unsuitable in the Conservation Area, but Enforcement closed the case (NC/00069/CONSRV) "no breach".

The application states:

I will not change the external look of the house. I just want to improve EPC rating, double glaze windows/door, insulate the internal walls, paint inside with similar paint, install solar PV panels and thermal panels to rear facing roofs and furnish my house

And

I did a check on the planning portal and it said I do not need planning permission since I am not changing the external look of the home.

But this is impossible to verify as no drawings apart from the location plan above have been submitted. The auction brochure shows that the first and second floors are double bedrooms with en-suite shower rooms, with a living room on the ground floor with a narrow rectangular extension to the rear housing a galley kitchen on the side wall with a former back door (now bricked up except for a 3-pane window).



No 25 (left) and No 24 before the former installed new windows and door last year

No 25 and No 24 (13/5/26)



The side and rear elevations from Toombs Yard, and courtyard garden (13/5/26)

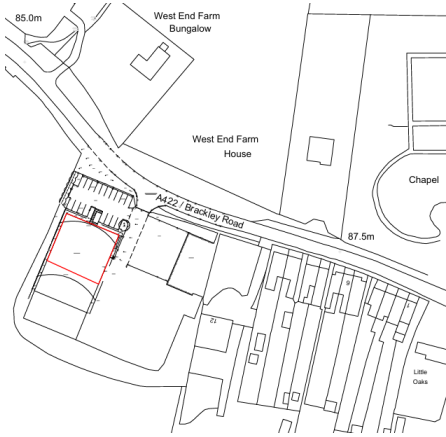
Only the lemon-rendered part is No 24, and its kitchen is effectively a single storey side extension to No 25 (white render).

There are no previous planning applications associated with this property. The application form also states that the use class of the building is C2 but this has since been corrected by email from the applicant to this office but at time of writing (12.30pm, 9th June 2026):

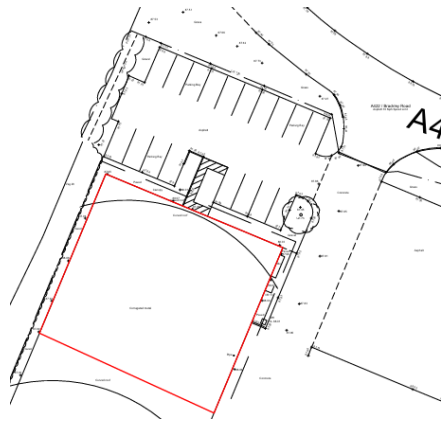
The application is not for a nursing or care home or for care of elderly people or disabled people at all. I do not intend house it for a C2 designation.

5. PL/26/03595/FA

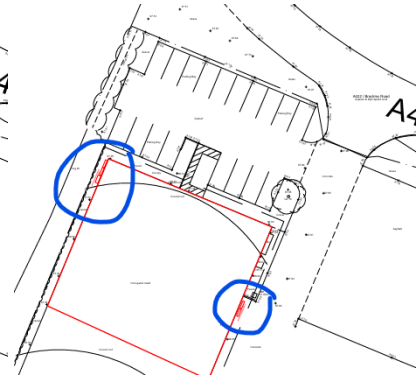
Site Of Former Creamery, [Cox & Robinson/Mole Country Stores] Brackley Road, MK18 1JD
Installation of air conditioning units
Marlow [NFU Mutual]



Location plan



Existing block plan (part)



Proposed block plan (a-c units marked)

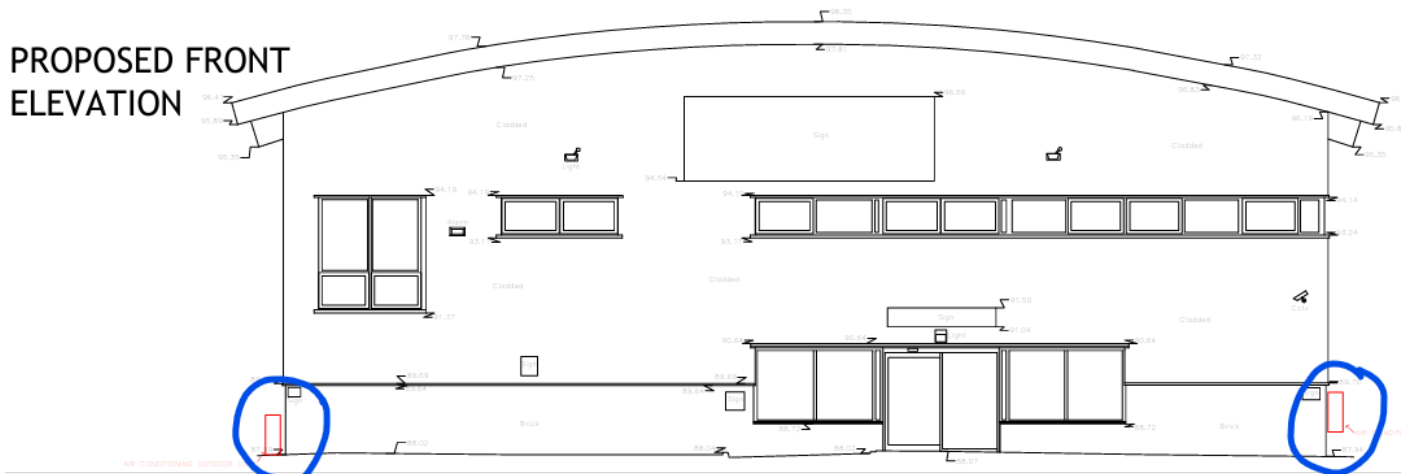
The site is the NFU office on the upper floor of the front part of the last building on the south side of the Brackley Road travelling out of town. The remainder of the site is occupied by Mole Country Stores, and before that Cox & Robinson. The original creamery was demolished and the current building replaced it in 2006 and has aluminium-clad walls on a brick plinth, with a single curved roof projecting over the walls.

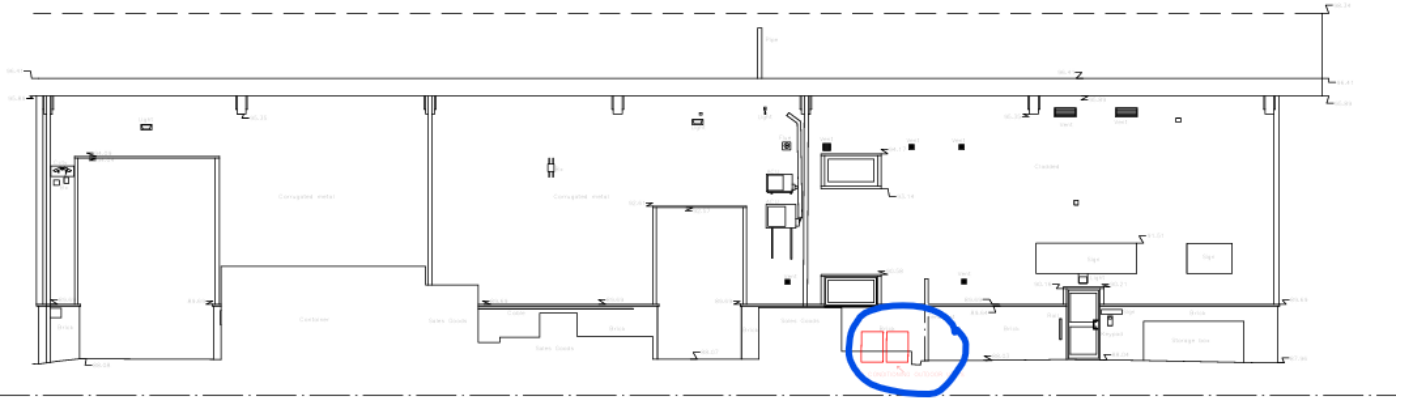
The site is not in the Conservation Area and the nearest Listed Buildings are Avenue House & Barracks House east of Stowe Avenue. Brackley Road Cemetery is a Locally Listed Heritage Asset.



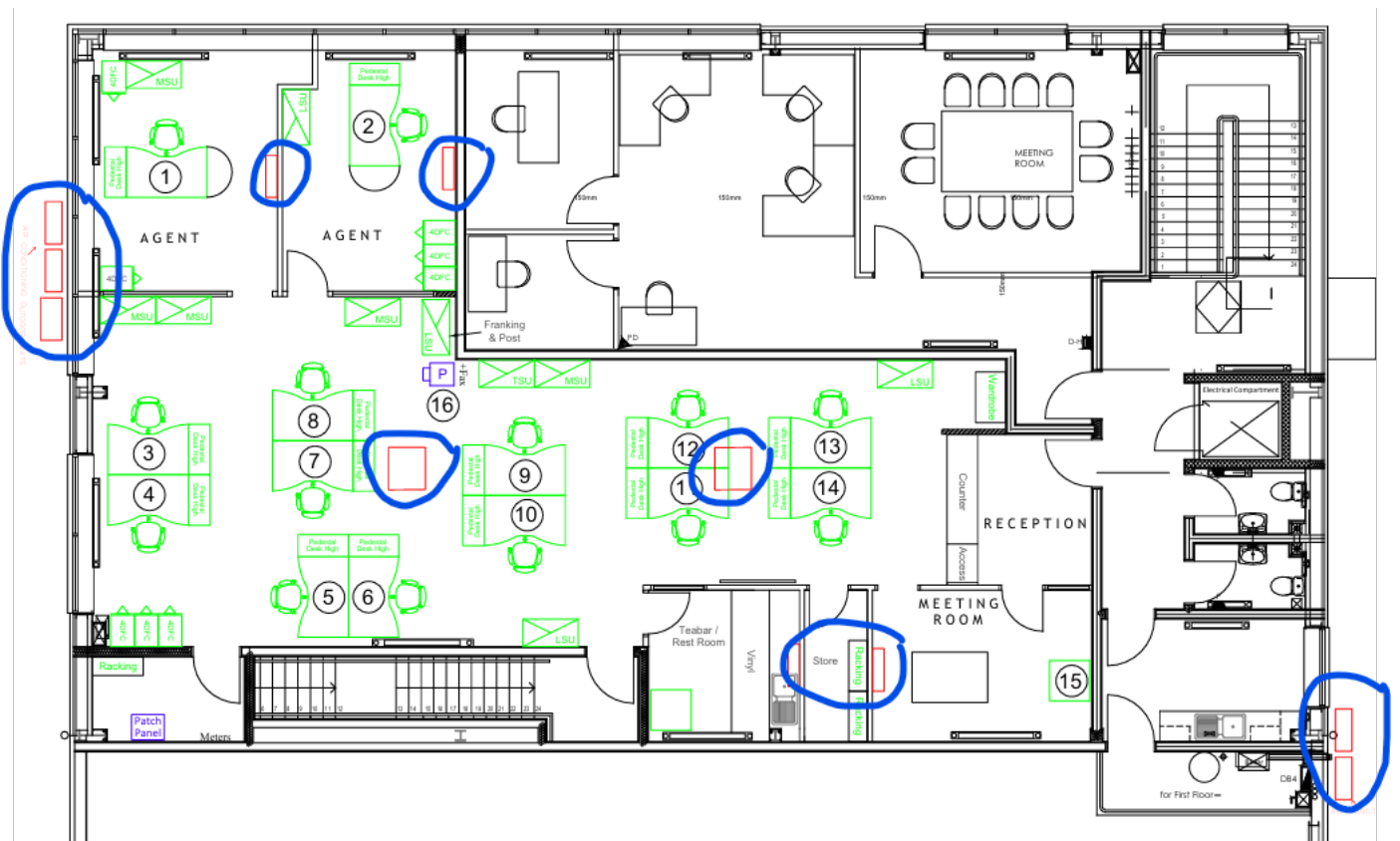
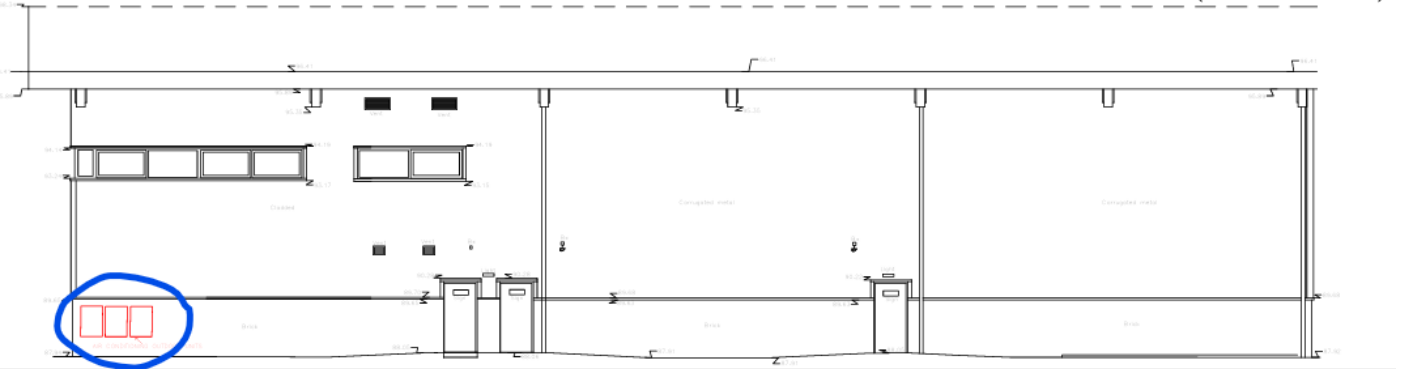
View of building from Brackley Road

PROPOSED FRONT ELEVATION





SIDE ELEVATION - (WEST FACING)



Proposed First Floor Plan

The only differences between the 'existing' drawings and the 'proposed' drawings above are ringed in blue.

The proposal is to install air-conditioning units in the first floor office for the comfort of the staff. Five are ceiling installations, in the agent’s offices, main office area, meeting room and toilets, with five external units at ground level – one large and two small on one side of the building and two small on the other. There are no significant changes to the exterior of the building, or the parking area.

Property History (since 2006)

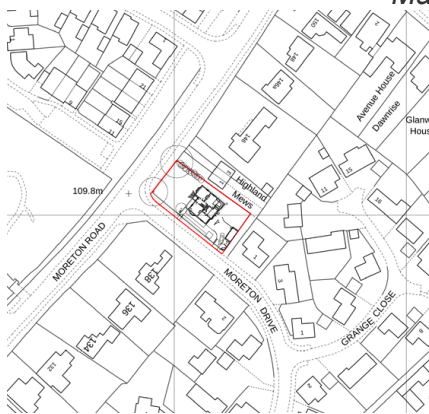
1	06/02188/APP	Demolition of existing buildings and erection of replacement building for storage, distribution, offices and trade counter in relation to agricultural rural products	Approved
2	09/00655/AAD	Erection of non illuminated front and side advertisement signs	Approved
3	26/03595/FA	Installation of air conditioning units	Pending consideration

6. PL/26/03632/FA

144 Moreton Road MK18 1PW

Proposed single storey front extension with new access steps, single storey rear extension to replace the existing conservatory, single storey free standing garage out-building to replace the existing garage and new boundary walls and replacement drive

Martin



Location Plan



Existing block plan



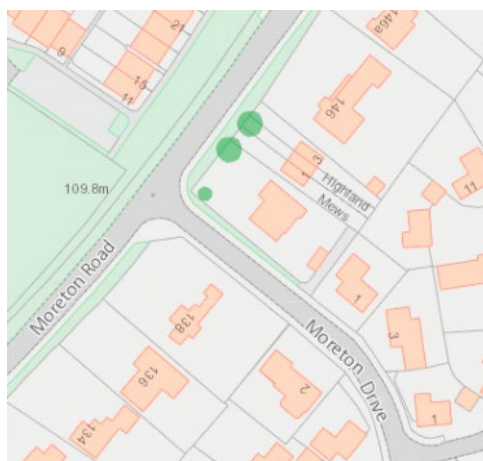
Proposed block plan



The front (partially obscured by the tree) and side of the house facing Moreton Drive



The rear of the house and the existing garage. The driveway on the right is the access to the three Highland Mews houses



TPO'd Trees in this area

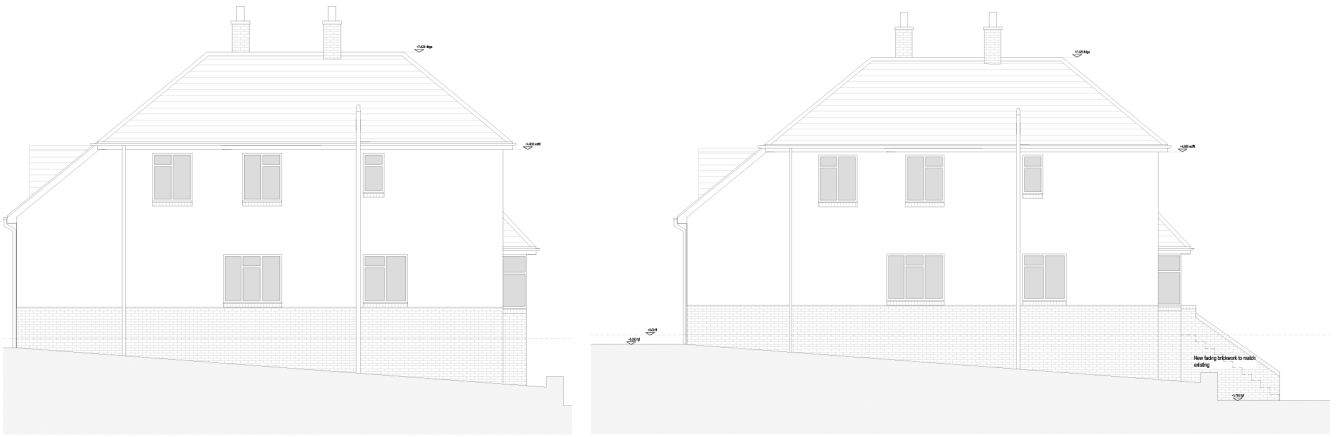


Aerial view of site

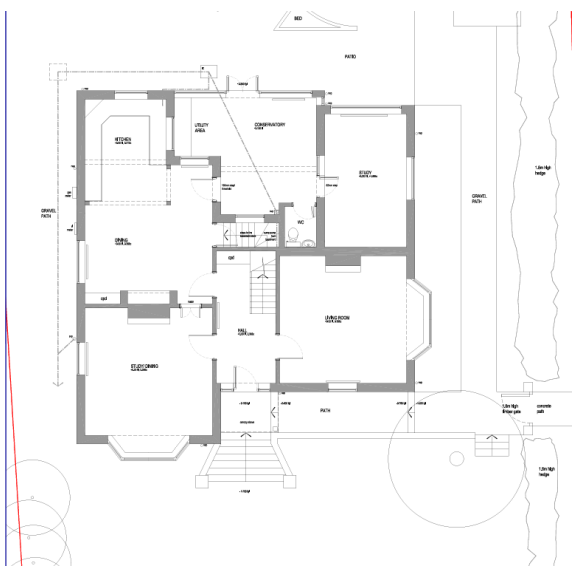
The site is on the corner of Moreton Road and Moreton Drive opposite the southern tip of the Moreton Road Phase II housing. The front of the house faces Moreton Road, but access is from Moreton Drive, both to the front door and the existing detached garage. The house is set midway down the plot with a large front garden bounded by a hedge to Moreton Road and Moreton Drive, and has two TPO'd trees at the Moreton Road end. The rear of the house has a central conservatory with a sloping roof between the original integral garage (since converted to a study) and a projecting part of the kitchen; and the rear garden a considerable area of hardstanding, the detached replacement for the original garage, presumably no longer used as such as there is a log store in front of it. This boundary is a rendered wall. There are angled bay windows with sloping tiled roofs to the left of the front door and on the side facing Moreton Drive. The north east side of the house (facing Highland Mews) and the upper floor of the south east (rear) elevation (facing №1 Moreton Drive) will be unchanged, so there are no new concerns about overlooking. Brickwork, render, tiles and uPVC doors and windows are specified as matching the existing.

Proposals:

1. Single storey front extension with new access steps
The front door is currently reached by a pathway with two well-spaced steps from the single-width gate and there is an 8-step flared stairway to the front garden at right angles to this. The proposal is to build a rectangular porch the width of the top of the stairway and rather deeper than the side path, with a sloping tiled roof and corner support post; to extend the path area to the front and side of this, necessitating the relocation of the stairway, and the upper step in the side path (replacing it with three steps further away). An aluminium bifold door (described as a picture window on the drawings) with a level cill will fill the garden aspect of the porch, while the side aspect, to the path, will have a composite door with a flush threshold. The existing door to the hallway will be retained, as will the lower step in the pathway.
2. Single storey rear extension to replace the existing conservatory
The existing single-storey conservatory has a two-panel French door flanked by three-pane windows set in a brick wall, and a sloping glass roof to the house wall behind. The proposed replacement will form a boot room, and its lower wall will still be brick, but the upper wall will be brick rendered in white to match the walls each side, with a stone coping at the top. The doors will be wider, with a two-panel window each side. The roof behind the coping will be flat with a lantern skylight and of a single-ply membrane.
3. Single storey free standing garage out-building to replace the existing garage
The existing garage will be demolished and a new one with interior dimensions of 5.136m x 3.294m built on the same spot, facing the entry gates on Moreton Drive with a patio area on the two sides facing into the property. The existing garage has a gable roof with ridge height 5.2m and a door and two windows (one in the gable end) facing the house. The new garage will have a 'sliced-off' hipped gable roof (with a flat area between the two slopes) at 4.5m and the side facing the house will have an (inward-opening) door and two-pane window.
4. New boundary walls and replacement drive
The area in front of the new garage will be enclosed by new boundary walls 1.10m high reducing to 600mm high (as existing) at the gate end along the boundary with the driveway to Highland Mews, and 1800mm high parallel to this and in line with the patio edge, joining with the front garage wall with a new timber gate diagonally across the corner. The existing curved walls and gate piers will be

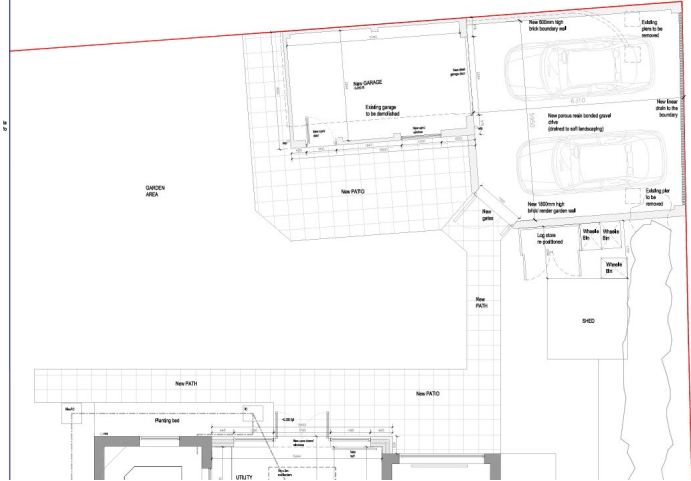
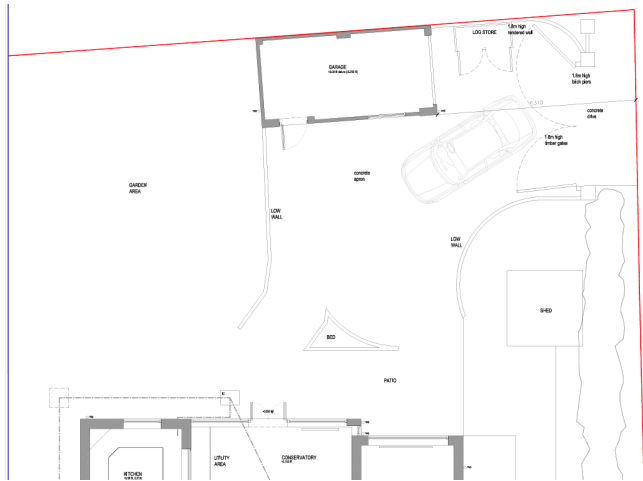


Side elevation facing Highland Mews – existing and proposed



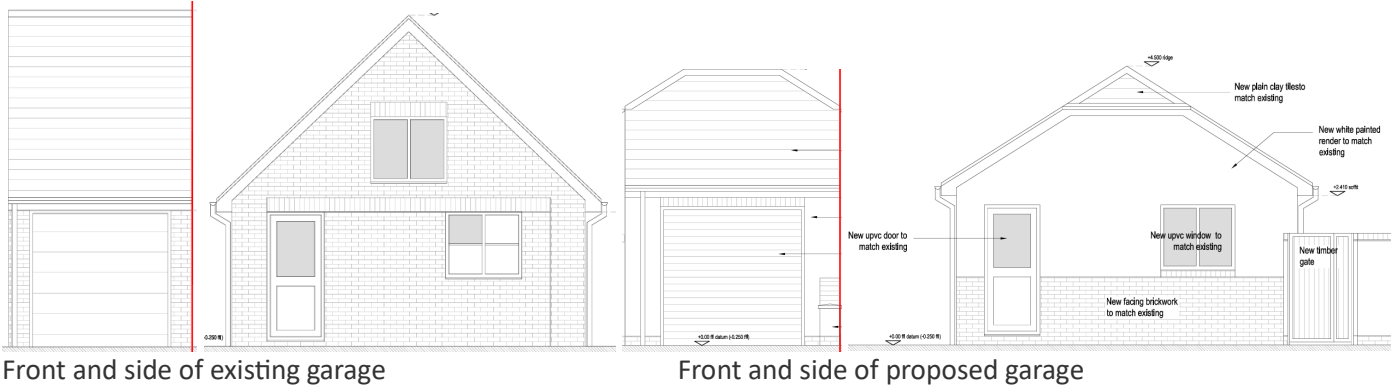
Existing ground floor

Proposed ground floor



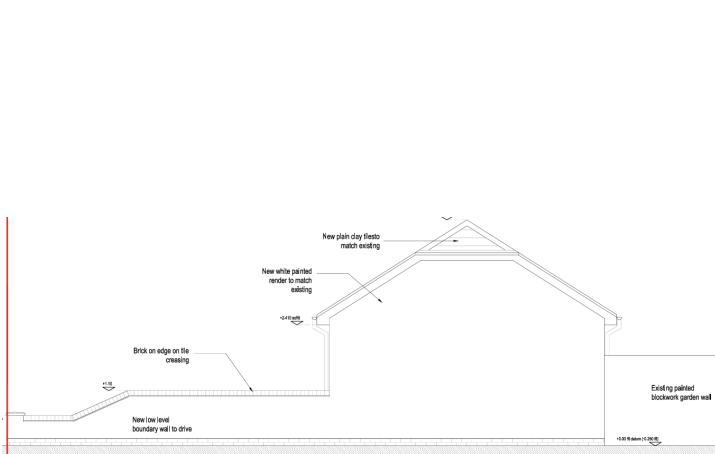
Existing rear garden and driveway/access

Proposed rear garden and driveway/access

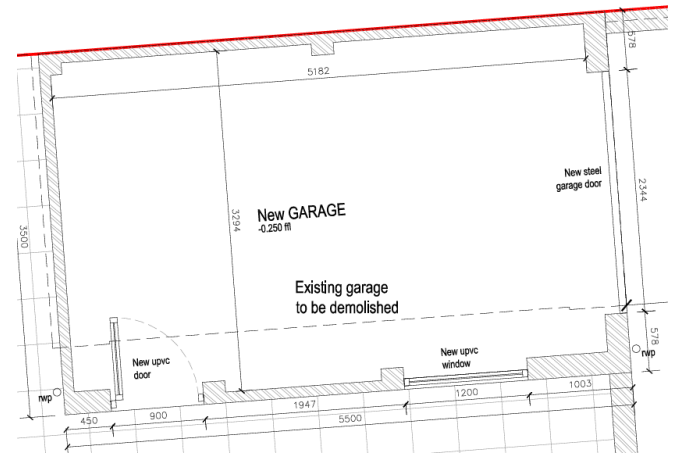


Front and side of existing garage

Front and side of proposed garage



New boundary wall to Highland Mews driveway



New garage – plan (not to scale with other drawings)

Property History

1	85/00945/AV	DOUBLE GARAGE	APPROV
2	85/01356/AV	SITE FOR DWELLING	REFUSE
2a	85/00065/REF	Appeal against refusal	Appeal withdrawn
3	86/00426/AV	SITE FOR ONE DWELLING	REFUSE
3a	86/00017/REF	Appeal against refusal	Appeal withdrawn
4	02/00449/ATP	30% crown reduction of one Sycamore	TPO – Refused
5	21/03670/ATP	T1 English Oak – Works: Prune lowest limbs to give around 4.5m clearance over path and road and remove dead wood. Reason: In the interest of sound management and to avoid conflicts with highway. T2 Sycamore – Works: Prune lower limbs to give around 4.5m clearance from ground to avoid encroaching highway and street lights and remove dead wood. Reason: In the interest of sound management, to avoid conflicts with highway and street lamp and to promote apical dominance.	TPO – Consent Granted

The site is one of two houses constructed in the 1990s between Salisbury Bungalow and the railway bridge at the southern end of Bath Lane. They do not seem to have been designed as a pair – the front door of Spa Cottage is at the right of the front elevation, that of Waterside Cottage is centrally placed, and the ridge line of Spa Cottage is front↔back, whereas that of Waterside Cottage intersects it at right-angles. Both share the large drive/forecourt area with direct access to Bath Lane. The rear garden slopes towards the river, but there is a large triangle of riverbank between the boundary, Berties’ Walk and the river itself without seeking approval so it only floods in severe events. Apart from the possibility that the single storey side section on the north wall was built as a garage and since converted into a study, WC and utility room, there have been no alterations until now as the conservatory is not large enough to need planning permission. (The neighbouring house has converted its garage into a study, built a new garage, and installed a large conservatory over the years.)

The proposal is to

- Move the staircase from between the lounge and kitchen/diner to the space currently occupied by the WC and utility room and adding a small window into the rear wall
- Fill in the doorway to the decking and rear garden with brickwork
- Turn the existing study into a utility room with WC
- Make a new doorway in the north wall to a new hall space giving access to the stairs, lounge and utility room
- Incorporate the space previously occupied by the stairs and under-stair cupboard into the lounge and making a new doorway into the kitchen
- Demolish the existing conservatory and a good deal of the rear house wall, and build an extension roughly double the conservatory’s depth onto the kitchen with a gable roof with a skylight in each slope; the slope angle of the new roof is shallower than that of the house roof but the ridges are in line
- Replace the decking with paving and move the steps further into the garden
- Build a first floor over the single storey side extension to house the upper section of the new stairs (with a narrow single-pane window facing North) and a new Bedroom 3 with a dormer window in the front roof but no other windows; its gable roof intersects with the house roof about halfway down its slope, so the ridge is very clearly subsidiary
- Turn the existing bedroom 3 into a family bathroom
- Add half of the existing stair space into Bedroom 2
- Add the other half into Bedroom 1, making a hanging space
- Turn the existing bathroom into an en-suite for Bedroom 1

There are no first floor windows overlooking the neighbouring properties except for the small one on the stairs. Bricks, tiles, and windows will all match the existing materials.

Property history “Land adjacent to Salisbury Bungalow, Bath Lane”

1	91/00395/APP	ERECTION OF 2 DWELLINGS AND GARAGES	Approved
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The other dwelling is Waterside Cottage





The angled outline top right of each floor plan represents the neighbour's conservatory

These two applications are clearly linked and can be considered together

8. PL/26/04237/KA

19 Moreton Road MK18 1JZ

T1- Conifer tree to be removed due to being in health decline, lots of dead wood and the roots are cracking the retaining wall

Alexander

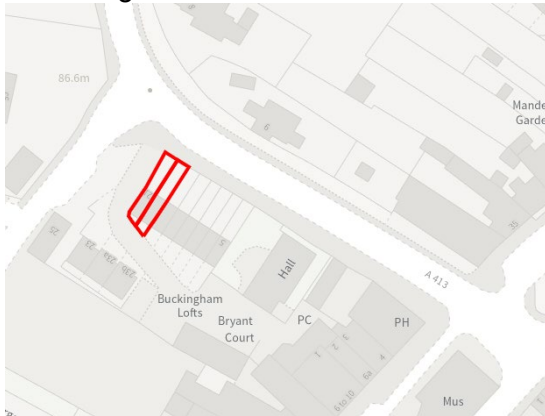
9. PL/26/04238/KA

21 Moreton Road MK18 1JZ

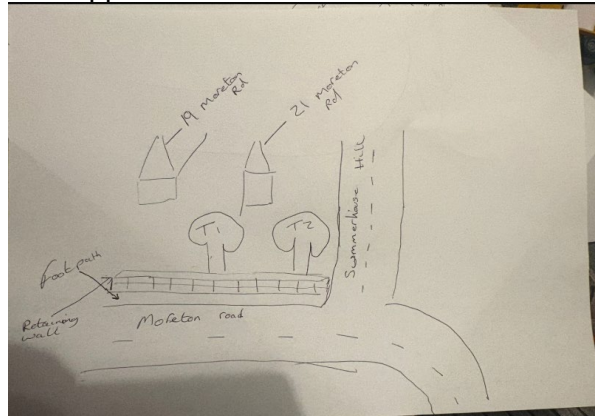
T2 conifer to be removed due to health decline, lots of dead wood and root system affecting retaining wall

West

The site is the front gardens of the cottages on the west side of Moreton Road, north of the Salvation Army building and terminating at the access road to the flats in the old auction house (Buckingham Lofts) and the rear of some of the Market Hill shops. The 8 cottages (odd Nos 5-21) were refurbished in 1988, and there have been no other applications except for the three tree ones below. These applications are for the remaining two. Photos have been submitted with the applications.



Location plan (from the end No21 & No19)



Sketch plan submitted for both applications



The trees in front of the cottages 2015; the left-hand three have since been felled, see below



The remaining two trees, 26/5/26

18/02414/ATC	15 Moreton Rd	Fell conifer tree	Approved
21/02904/ATC	5 Moreton Rd	Conifer to be Felled in front garden next to Moreton Road footpath	Approved
24/00385/ATC	9 Moreton Rd	T1 - Conifer Remove and REPLANT with Whitebeam or Wild Cherry Tree. This has been raised as an issue for the tenants within 9 Moreton Rd and those opposite no 6 Moreton Rd) as the tree has started to lean and cause the wall to bulge	Approved



Photo submitted as T1, but is actually T2 on the plan above



The trunk of T2 and the wall below 26/5/26

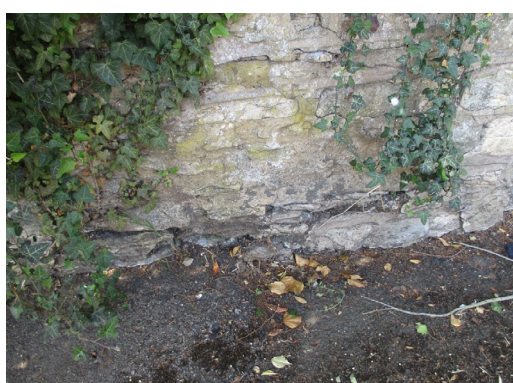


Photo submitted as T2 but is actually T1 on the plan



The trunk of T1 and the wall below

Photos of the damaged wall 26/5/26

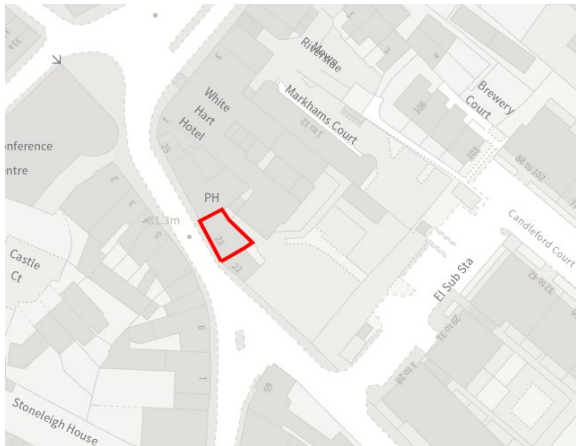


10. PL/26/04242/HB

23 Bridge Street, MK18 1EL

Listed building application for the subdivision of the existing ground floor commercial unit to provide two smaller units

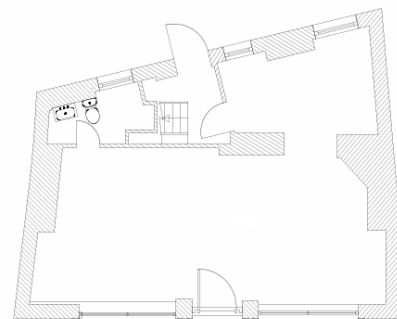
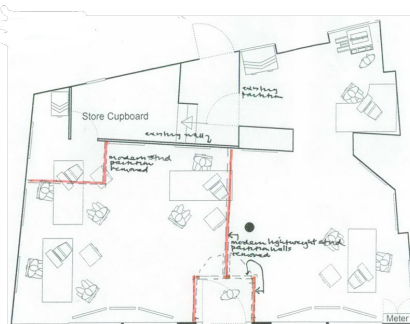
Merchant



Location plan



front elevation



Members are advised that this application was found on the website early on Wednesday 10th June with expiry date of 8th July and no documents. The elevation and right-hand floor plan are taken from the 2020 application file and the centre floor plan is the 'existing' drawing from the 2001 application and the red lines show the existing partitions to be removed; the 'proposed' 2001 drawing matches that submitted in 2020 so may be accepted as the 'existing' for this application. The 2020 application also gives plans for the first and second floors, but these are without detail except for the stairs and a toilet and kitchen on the first floor. Members are requested to check the website for drawings before the meeting.

[PL/26/04242/HB | Listed building application for the sub-division of the existing ground floor commercial unit, to provide two smaller units. | 23 Bridge Street Buckingham Buckinghamshire MK18 1EL](#)

The site is the double-fronted shop unit on the east side of Bridge Street between the Three Cups PH and Golden Scissors barbers, most recently occupied by the Florence Nightingale Hospice shop, and before that Connells estate agents. It is a Listed Building and in the Conservation Area. Before 2001 it was two units with a shared doorway.

Property History (not signage)

1	77/00179/AV	PROPOSED ALTERATIONS TO SHOP PREMISES TO FORM FLAT FOR RESIDENTIAL PURPOSES	Approved
2	78/02074/AV	USE AS BUILDING SOCIETY AND PROFESSIONAL OFFICES	APPROV
3	90/02176/APP	CHANGE OF USE OF GROUND FLOOR FROM SHOP TO OFFICES	APPROV
4	01/01520/ALB	Front entrance door and frame and internal alterations (retrosp.)	LB Consent
5	20/00939/ALB	Erection of Hanging sign above fascia featuring company Logo; change of Colour to shop front window and door Frame (ground floor); Installation of glazing decals to 3 glazing panels; painting of company name and logo to fascia panel	Listed Building Consent
6	PL/26/04242/HB	Listed building application for the subdivision of the existing ground floor commercial unit to provide two smaller units	Pending consideration

BUCKINGHAM TOWN COUNCIL**PLANNING COMMITTEE****MONDAY 15th JUNE 2026****Consultation – Statement of Licensing Policy**

Contact Officer: Mrs. K. McElligott, Planning Clerk

**Buckinghamshire
Council****Closing date of consultation 5th July 2026**

The Statement of Licensing Policy sets out how we carry out our licensing functions under the [Licensing Act 2003](#).

In simple terms the Council decides who can sell alcohol, provide entertainment, or serve late-night food and drinks, and under what conditions. This includes activities such as pubs and shops selling alcohol, venues providing live or recorded music, films or performances, and takeaways selling hot food late at night.

As a Licensing Authority, we are required by law to prepare and publish a Statement of Licensing Policy under the Licensing Act 2003. The policy explains how we approach decisions relating to premises licences, club premises certificates, temporary event notices and personal licences. Through this Policy, we demonstrate our commitment to promoting the four licensing objectives. These objectives are central to our licensing functions and guide all related decisions and actions:

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance
- the protection of children from harm

[Section 182 guidance](#) (under the Licensing Act 2003) is the statutory guidance issued by the Secretary of State that Licensing Authorities must have regard to when carrying out their licensing functions and when setting/reviewing their Statement of Licensing Policy.

The Government also published their [National Licensing Policy Framework](#) for the hospitality and leisure sectors in November 2025. The framework applies to premises authorised to sell alcohol for consumption on the premises such as pubs, bars, restaurants, cafés, hotels, theatres, cinemas, music venues, festivals and late-night refreshment providers.

This framework is not statutory guidance, so it does not replace the Statutory Guidance issued under section 182 of the Licensing Act 2003. However, Licensing Authorities are expected to take it into consideration when reviewing their own Statements of Licensing Policy.

The framework emphasises that the four licensing objectives should continue to be used to safeguard the public, but policies should also reflect the evolving role of hospitality, leisure and entertainment in modern society, and support wider government ambitions around economic growth, public health, and cultural vitality.

[Our current policy](#) was implemented in March 2022, and we are now required to undertake a statutory review to ensure it remains up to date and fit for purpose.

We are not proposing any significant changes to our current policy at this stage but would like to give interested parties the opportunity to offer their views.

Related documents and links

Before you respond to this activity, please have a look at the following documents and links:

- [Our current Statement of Licensing Policy](#)
- [Statutory Guidance issued under section 182 of Licensing Act 2003](#)
- [National Licensing Policy Framework for the hospitality and leisure sectors \(web version\) - GOV.UK](#)

Statement of Licensing Policy

1. Do you agree that the current Statement of Licensing Policy remains broadly fit for purpose?
- Strongly agree
 - Agree
 - Neither agree or disagree
 - Disagree
 - Strongly disagree

Please tell us the reason(s) for your answer here:

2. How clear and easy to understand is the policy?
- Very easy
 - Somewhat easy
 - Not very easy
 - Not at all easy
 - I don't know

If you chose 'Not very easy' or 'Not at all easy', please tell us the sections which you feel could be made clearer:

3. Do you agree that the current Statement of Licensing Policy appropriately promotes the licensing objective of prevention of crime and disorder?
- Strongly agree
 - Agree
 - Neither agree or disagree
 - Disagree
 - Strongly disagree

Please tell us the reason(s) for your answer and additional comments here:

4. Do you agree that the current Statement of Licensing Policy appropriately promotes the licensing objective of public safety?
- Strongly agree
 - Agree
 - Neither agree or disagree
 - Disagree
 - Strongly disagree

Please tell us the reason(s) for your answer and additional comments here:

5. Do you agree that the current Statement of Licensing Policy appropriately promotes the licensing objective of prevention of public nuisance?
- Strongly agree
 - Agree
 - Neither agree or disagree
 - Disagree
 - Strongly disagree

Please tell us the reason(s) for your answer and additional comments here:

6. Do you agree that the current Statement of Licensing Policy appropriately promotes the licensing objective of protection of children from harm?
- Strongly agree
 - Agree
 - Neither agree or disagree
 - Disagree
 - Strongly disagree

Please tell us the reason(s) for your answer and additional comments here:

7. If there are any local issues affecting the licensing objectives that you feel the policy should reflect more strongly, please tell us here:
8. Tell us here if there are any local issues affecting the licensing objectives that need to be reflected more strongly.

[\(https://www.buckinghamshire.gov.uk/\)](https://www.buckinghamshire.gov.uk/)

Public Register

[Home Page > \(https://licensing.buckinghamshire.gov.uk/pr/s/\)](https://licensing.buckinghamshire.gov.uk/pr/s/)

Licence Application

[Leave a Comment](#)

Licence Type	Application Reference	Application Status	Address
Premises Licence	PR202605-383460	Under Consultation	BOURTON MILL, BOURTON ROAD, BUCKINGHAM, MK18 7DL

[Details \(?tabset-61d82=1\)](#)

Date Received

21/05/2026

Decision

Consultation Period Ends

18/06/2026

Decision Date

Licence Type

Premises Licence

Licence Number

LC202605-159794

Business

Description of Premises

Prevention of crime/disorder objective

Prevention of public nuisance objective

The premises is not a drinking-led venue and operates as a low-impact, members-only environment.

Alcohol consumption is limited to seated customers within the indoor lounge and designated outdoor patio area.

The external patio area will be managed by staff and used in a controlled manner, with no vertical drinking permitted.

Clear signage will be displayed requesting customers to respect neighbouring properties and to leave the premises quietly.

Staff will monitor the dispersal of customers to ensure this is conducted in an orderly and considerate manner.

No external speakers will be used, and any background music will be maintained at a level that does not cause disturbance.

Public safety objective

The premises operates as part of a private members' ^{Appendix A} gym, with access restricted to members and their invited guests only. This ensures a controlled and accountable customer base at all times.

Alcohol will be served by staff only and for consumption by seated customers. There will be no vertical drinking or bar-led service.

Staff will be trained to monitor customer behaviour and to refuse service where appropriate.

A refusals log will be maintained and made available for inspection upon request.

CCTV will be installed in key areas of the premises, including entrances and the lounge area, and recordings will be retained for a minimum of 31 days.

Protecting children from harm objective

The premises forms part of an established gym facility and will operate within existing health and safety policies and procedures.

Capacity within the lounge area will be limited to a comfortable seated level to avoid overcrowding.

All escape routes will be clearly marked and kept unobstructed at all times.

Regular risk assessments will be carried out, and staff will be trained in emergency procedures.

Access to the premises is restricted to members and their guests, providing a controlled environment.

A Challenge 25 policy will be in operation to prevent underage sales of alcohol.

Staff will be trained in age verification procedures and in identifying acceptable forms of ID.

A refusals log will be maintained for any attempted underage purchases.

General licensing objectives

The premises forms part of an established gym and wellbeing facility and includes a members' lounge for use by members and their invited guests only. The primary use of the premises remains that of a fitness environment, with the lounge operating as a complementary space for relaxation and social use.

The premises will operate as a controlled, membership-based environment with no public access. The nature of the operation is low-impact and not drinking-led, with the sale of alcohol strictly ancillary to the use of the gym and lounge facilities.

Alcohol will only be supplied to customers who are seated, either within the indoor lounge or designated external patio area. There will be no vertical drinking or bar-led service.

The applicant is committed to promoting the licensing objectives through responsible management, staff training, and clear operational procedures.

The design, layout and operation of the premises have been carefully considered to ensure that it does not give rise to crime and disorder, public nuisance, or risk to public safety, and that it provides a safe and well-managed environment for members and their guests.

Related Persons (1)

Role ↑↓

Name ↑↓

Applicant / Licensee

J & K Fitness Limited

First	Prev	1	Next	Last
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10 records per page

Files (1)

[Reset filters](#)

Title	Type	Category	Created Date
Proposed Plan	pdf		08-May-2026

Opening Times

Monday: -

Tuesday: -

Wednesday: -

Thursday: -

Friday: 11:00 - 21:00

Saturday: 11:00 - 18:00
 Sunday: 11:00 - 16:00

Sale by Retail of Alcohol

Monday: -
 Tuesday: -
 Wednesday: -
 Thursday: -
 Friday: 11:00 - 21:00
 Saturday: 11:00 - 18:00
 Sunday: 11:00 - 16:00

Licensable Activities (1)

Refer... ↑↓	Monday ↑↓	Tuesday ↑↓	Wednes... ↑↓	Thursday ↑↓	Friday ↑↓	Saturday ↑↓	Sunday ↑↓
<u>Sale by Reta...</u>	-	-	-	-	11:00 - 21:00	11:00 - 18:00	11:00 - 16:00

10 records per page

[Modern slavery statement \(https://www.buckinghamshire.gov.uk/community-and-safety/modern-slavery-statement/\)](https://www.buckinghamshire.gov.uk/community-and-safety/modern-slavery-statement/)

[Jobs \(https://jobs.buckinghamshire.gov.uk/\)](https://jobs.buckinghamshire.gov.uk/) ^{Appendix A}

[Newsletter \(https://www.buckinghamshire.gov.uk/coronavirus/martin-tett-coronavirus-update/\)](https://www.buckinghamshire.gov.uk/coronavirus/martin-tett-coronavirus-update/)

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