



# BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, THE BUCKINGHAM CENTRE,  
VERNEY CLOSE, BUCKINGHAM MK18 1JP

Telephone/Fax: (01280) 816 426

Email: [office@buckingham-tc.gov.uk](mailto:office@buckingham-tc.gov.uk)  
[www.buckingham-tc.gov.uk](http://www.buckingham-tc.gov.uk)

Town Clerk: Mr C. P. Wayman



Tuesday, 01 May 2012

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held on **Tuesday 8<sup>th</sup> May 2012** following the Annual Statutory Meeting in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr C. P. Wayman  
Town Clerk

Please note that the Full Council will be preceded by a Public Session in accordance with Standing Order 1.4, which will last for a maximum of 15 minutes.

## AGENDA

### 1. Apologies for Absence

Members are asked to receive apologies from members.

### 2. Declarations of Interest

To receive declarations of any personal or prejudicial interest in matters under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001.

### 3. Minutes

To receive the minutes and confirm the recommendations therein of the Full Council Meeting held on Monday 27<sup>th</sup> February 2012.

**Copy previously circulated BTC/14/11**

### 4. Interim Minutes

To receive the minutes and confirm the recommendations therein of the Interim Council meeting held on Monday 26<sup>th</sup> March 2012.

**Copy previously circulated IM/06/11**

### 5. Extraordinary Meeting

To receive the minutes and confirm the recommendations therein of the Extraordinary Meeting held on Monday 19<sup>th</sup> March 2012.

**BTC/15/11**

Would Members please note the following amendment to the copy previously circulated:

*Minute 859/11 (second para) should be amended to "Proposed by Cllr Stuchbury, seconded by Cllr Lehmann, and AGREED (11 – 0 with two abstentions) that this Council accepts that the Town Clerk has acted in the best interests of the Council, and that the Council supports his actions. Cllr Mordue asked for his abstention to be noted".*

**Amended copy circulated with this agenda**

### 6. Planning Committee

To receive the minutes and confirm the recommendations therein of the Planning Committee meetings held on:



- Monday 5<sup>th</sup> March 2012 **Copy previously circulated PL/12/11**
- Monday 26<sup>th</sup> March 2012 **Copy previously circulated PL/13/11**
- Monday 16<sup>th</sup> April 2012 **Copy with this agenda PL/14/11**

*Members are advised that, due to the size of the following document, it will be emailed to Councillors separately rather than attached to this agenda.*

**934/11 Vale of Aylesbury/Neighbourhood Plan**

Proposed by Cllr. Whyte, seconded by Cllr. Hirons, and agreed unanimously that the document with these changes be **RECOMMENDED** to Full Council with a view to publishing it for formal consultation thereafter.

**940.3 (655.1) Street Naming – Land at London Road**

Proposed by Cllr. Whyte, seconded by Cllr. Smith, and **RECOMMENDED** that this Council use the informal name Lace Hill to refer to the estate, on the analogy of Page Hill and Mount Pleasant; the name would not be a part of the postal address, but a convenient way to refer to the area.

**7. Environment and Property Committee**

To receive the minutes and confirm the recommendations therein of the Environment and Property Committee meeting held on Monday 19<sup>th</sup> March 2012.

**Copy previously circulated EP/07/11**

**8. Town Centre and Events Committee**

To receive the minutes and confirm the recommendations therein of the Town Centre and Events Committee meetings held on Monday 12<sup>th</sup> March 2012.

**Copy previously circulated TCE/07/11**

**9. Finance, Administration and Personnel Committee**

To receive the minutes and confirm the recommendations therein of the Finance, Administration and Personnel Committee meeting held on Monday 2<sup>nd</sup> April 2012.

**Copy with this agenda FAP/07/11**

**910/11 Personnel Policies**

Proposed by Cllr. Stuchbury, seconded by Cllr. P. Collins, that the Committee **RECOMMENDS** to the Full Council the adoption of the Safeguarding Children and Child Protection Policy as circulated.

Cllr. P. Collins then proposed an amendment, seconded by Cllr. Hirons, that all the above policies be **RECOMMENDED** to Full Council for adoption; and that the next meeting be supplied with copies marked up with sources of the clauses and changes made to suit this Council.

Members voted 8 for and 5 against the amended motion; this then became the substantive recommendation, and was passed by majority vote

**920/11 Safe Housing of the Mace**

Proposed by Cllr. Mrs. G. Collins, seconded by Cllr. P. Collins, and **RECOMMENDED** that £2000 (to be amended if the accurate full cost became known before Full Council) be taken from contingencies to pay for the secure case and its fitting.

**10. Transition Town – Motion from Cllr. Stuchbury**

That this Council undertakes to support Buckingham becoming a Transition Town, working with John Mortimer and BUCKINGHAM IN TRANSITION and the community for the betterment of all; taking into consideration the rise in costs of fuel and food, to help the town become more green, help with fuel poverty and to lower the food bills of the sections of the community in need; to bring together neighbours and friends in groups to lower the cost of living in the long term; and in consultation with BUCKINGHAM IN TRANSITION to promote these aims, especially the provision of land (public or private) to grow food.

Supporting information from Mr. Mortimer attached.

**Appendix A**

**11. (901/11) Personnel Policies**

To receive Policies as follows, with supporting sources as requested, and discuss and agree them.

- |      |                         |                   |
|------|-------------------------|-------------------|
| 11.1 | Adoption Leave and Pay  | <b>Appendix B</b> |
| 11.2 | Annual Leave            | <b>Appendix C</b> |
| 11.3 | Bereavement Policy      | <b>Appendix D</b> |
| 11.4 | Data Protection         | <b>Appendix E</b> |
| 11.5 | Drugs and Alcohol Abuse | <b>Appendix F</b> |
| 11.6 | Flexible Working        | <b>Appendix G</b> |

11.7	Parental Leave Policy	<b>Appendix H</b>
11.8	Paternity Leave and Pay	<b>Appendix I</b>
11.9	Sickness Absence Policy	<b>Appendix J</b>
11.10	Time off for Dependants	<b>Appendix K</b>
11.11	Pre-Employment Questionnaire	<b>Appendix L</b>

## **12. Well Street Centre**

To receive the notes of the meeting held on 29<sup>th</sup> March 2012 and subsequent letter.

**Appendix M**

## **13. Localism Act**

To receive a report from Cllr Newell on an AVALC event on 26<sup>th</sup> March 2012 **Appendix N**

## **14. Representatives on Outside Bodies 2012-13**

To agree representatives to organisations per the attached list

**Appendix O**

## **15. Attendance Figures**

To receive for information the attendance figures for 2011-2012

**Appendix P**

## **16. Tourist Leaflets**

To receive a report on the production of the Buckingham Tourist Leaflet

**FC/01/12**

## **17. Consultation – Flood Risk Management Strategy**

To discuss and agree a response to BCC's consultation

**Appendix Q**

## **18. AVALC**

To receive an informative from AVALC and discuss and agree the payment of the voluntary contribution requested

**Appendix R**

## **19. To receive reports from District and County Councillors**

## **20. Reports from Representatives on Outside Bodies**

Members are asked to note the reports listed below:

19.1 AVALC: Minutes 18<sup>th</sup> January 2012

**Appendix S**

19.2 Community Centre Mgmt Cttee: Minutes 26<sup>th</sup> January & 26<sup>th</sup> April 2012

**Appendix T**

19.3 Buckingham Flood Action Group: Minutes 29<sup>th</sup> February 2012

**Appendix U**

19.4 Buckingham Youth Clubs Mgmt Cttee: Minutes 21<sup>st</sup> March 2012

**Appendix V**

19.5 Twinning Association Minutes 7<sup>th</sup> March & 4<sup>th</sup> April 2012

**Appendix W**

19.6 NAG Minutes 18<sup>th</sup> April 2012

**Appendix X**

## **21. Correspondence etc**

To note receipt of the following:

20.1 CPRE: Countryside Voice Spring 2012

**available from the office**

20.2 BPFA: The Playing Field Winter 2011/12

**available from the office**

20.3 BCC: Care Services Directory 2012-2013

**circulated to all**

20.4 BCF: Go Green for Bucks

**Appendix Y**

20.5 AV TUG: copy letter sent to BCC Cabinet Member

**Appendix Z**

20.6 TfB: Street Lighting Energy Saving Trial

**Appendix AA**

20.7 BCC: Household Waste Recycling Centres

**Appendix AB**

20.8 BALC: information

**Appendix AC**

20.9 The Buckingham & Royal Latin Schools: proposed road closure

**Appendix AD**

20.10 AVDC: office relocation

**Appendix AE**

20.11 Buckingham Community Association

**Appendix AF**

## 22. Mayoral Engagements

To receive a list of events attended by the Mayor and Deputy Mayor

Functions the Mayor has attended:

03 Mar 2012	Attend Pancake Races ( <i>event cancelled on day due to weather</i> )
07 Mar 2012	Meet University re student behaviour
08 Mar 2012	CAB "Awayday" Attend Olympic Torch Relay meeting at Winslow
09 Mar 2012	Meet arrival of civic group from Mouvaux
10 Mar 2012	Attend Fair Trade coffee morning Civic event - Twinning Association anniversary & tree planting Civic event – choral concert at Parish Church
11 Mar 2012	Civic event – naming of Mouvaux Room in Community Centre
16 Mar 2012	Attend "Tourism Constituency Day" at TIC with MP
17 Mar 2012	Business School Graduation at University Attend Rotary Swimathon
19 Mar 2012	Brief Buckingham School Sports Leaders re Civic Service
22 Mar 2012	Photocall for anti-dog-fouling campaign
23 Mar 2012	Attend opening of New Inn, Stowe
25 Mar 2012	Civic Service
27 Mar 2012	CAB Business Planning "Awayday"
28 Mar 2012	Chair Annual Town Meeting
29 Mar 2012	Chair meeting re Well Street Day Centre proposals Speak at Buckingham Business Club Networking Lunch
30 Mar 2012	Host Rotary Business Awareness evening at Old Gaol
02 Apr 2012	Attend AVTUG meeting re bus changes
04 Apr 2012	High Sheriff's Final Reception
22 Apr 2012	St Georges Day Parade, Aylesbury
23 Apr 2012	Photo-call, Queen's photo
27 Apr 2012	Leighton Linlade Mayor's Charity Quiz Night
03 May 2012	CAB Trust Board meeting
04 May 2012	Attend official opening of Gateway offices & Conference Centre
05 May 2012	Officiate at May Day Celebrations

Functions the Deputy Mayor has attended:

3 March 2012	BTCV Bluebell planting at Bourton Park
7 March 2012	James Goff Big Band Concert, Leighton Buzzard Theatre (Leighton-Linslade Mayor)
16 March 2012	Bicester Town Mayor's Charity Band Concert, St Edburg's Church
20 April 2012	Bicester Town Mayor's Charity Dinner, Littlebury Hotel

## 23. News releases

## 24. Chairman's Announcements

**25. Date of the next meeting:** Interim Council – Wednesday 6<sup>th</sup> June 2012  
Full Council – Monday 25<sup>th</sup> June 2012

**To: All Councillors**