



Buckingham Town Council

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Town Clerk: Claire Molyneux

ENVIRONMENT
COMMITTEE

Wednesday, 24 July 2024

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 29th July 2024, following the Extraordinary 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 and 3.f, which will last for a maximum of 15 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/UC89BUTwVpjAOEIdSlfcZC9Q/>

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. Minutes

To agree the minutes of the Environment Committee meeting held on 10th June 2024.

[Copy previously circulated](#)

4. Review of training needs

To note that relevant courses and training opportunities are circulated to Members throughout the year and that any requests for training may be made to the Town Clerk.

5. Budgets

To receive the latest figures.

[Appendix A](#)



Twinned with Mouvaux, France;

Neukirchen-Vluyn, Germany



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. Bourton Park Noticeboards

To receive a report from the Estates Administrator.

[E/48/24](#)

7. Cornwalls Meadow Toilet doors

To receive a report from the Estates Administrator.

[E/49/24](#)

8. Brackley Road Cemetery Lodge decoration.

To receive a report from the Estates Administrator.

[E/50/24](#)

9. Tree Surveying software

To receive a report from the Estates Manager.

[E/51/24](#)

10. Mothers' Climate Action Network

10.1. To receive an update from the Mothers Climate Action Network.

[Appendix B](#)

10.2. Associated link to the Buckinghamshire Council draft Air Quality Action Plan and survey for reference and to consider how to respond (closes 30 September 2024):

[Have your say on our draft Air Quality Action Plan \(AQAP\) for Buckinghamshire - Your Voice Bucks - Citizen Space](#)

11. Action report

To receive the report and note the updated information.

[Appendix C](#)

12. News releases

13. Chair's announcements

14. Date of next meeting: Monday 7th October 2024.

To Committee Members:

Cllr. F. Davies

Chair

Cllr. A. Ralph

Cllr. L. Draper

Vice Chair

Cllr. A. Schaefer

Town Mayor

Cllr. M. Gateley

Cllr. R. Stuchbury

Cllr. J. Harvey

Cllr. R. Willett

Cllr. A. Mahi

Cllr. L. O'Donoghue

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	
253 Cemeteries INCOME								
1041 Burial fees	2,456	29,400	26,944			8.4%		← This new header will appear on all reports
253 Cemeteries EXPENDITURE								
4225 Rates	2,421	2,349	(72)		(72)	103.1%		← This is how a normal overspend will show
4265 New cemetery maintenance	0	7,000	7,000	3,500	3,500	50.0%		
4601 Repairs & maintenance fund	730	5,825	5,095	205	4,890	16.0%		
4602 Electricity	0	1,000	1,000		1,000	0.0%		
4617 Memorial testing	4,770	4,330	(440)		(440)	110.2%	2,000	← If an EMR is used against a purchase from this expenditure code, then it will show the amount used from the EMR in these columns
4619 Cemeteries Development	89,531	106,415	16,884	35,000	(18,116)	117.0%	87,000	← EMR amounts are NOT added to the annual budget column, they are added to the YTD spend though, this will result in the budgets appearing to be overspent, the EMR figure used MUST be deducted to show the true expenditure in each expenditure code where an EMR has been used
4620 Expenses for burial duties	0	5,785	5,785		5,785	0.0%		
Cemeteries :- Indirect Expenditure	97,451	132,704	35,253	38,705	(3,452)	102.6%	89,000	← Total EMR spend for this cost code (253)
Net Income over Expenditure								
	(94,995)	(103,304)	(8,309)					
6002 plus Transfer from EMR	89,000							← This total shows the amount of funding transferred in from EMR's for this particular cost centre (253)
Movement to/(from) Gen Reserve								
	(5,995)							← This is the total YTD figure less any EMR spend

FOR REPORTING PURPOSES ONLY

Detailed Income & Expenditure by Budget Heading 22/07/2024

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<u>ENVIRONMENT</u>								
<u>201 Environment EXPENDITURE</u>								
3995 NI Environment	5,291	22,249	16,958		16,958	23.8%		
3996 Pensions ERS Environment	13,791	61,577	47,786		47,786	22.4%		
4004 Salaries environment	58,190	250,670	192,480		192,480	23.2%		
<u>202 Roundabouts INCOME</u>								
1051 Roundabout no. 1	2,805	2,805	0			100.0%		
1052 Roundabout no. 2	1,495	1,495	0			100.0%		
1053 Roundabout no. 3	2,454	2,454	0			100.0%		
1054 Roundabout no. 4	3,127	3,127	0			100.0%		
1056 Roundabout no. 6	3,332	3,332	0			100.0%		
1057 Roundabout no. 7	1,700	1,700	0			100.0%		
<u>202 Roundabouts EXPENDITURE</u>								
4108 Roundabout	553	2,205	1,652		1,652	25.1%		
<u>203 Maintenance EXPENDITURE</u>								
4082 Allotments	2,288	2,288	0		0	100.0%		
<u>204 Devolved services expenses INCOME</u>								
1017 Devolved services income	0	24,000	24,000			0.0%		Income precepted for before BTC/BC decision reached
<u>205 Grounds maintenance EXPENDITURE</u>								
4033 Waste disposal	1,417	5,610	4,193		4,193	25.3%		
4035 Machinery	1,355	2,915	1,560		1,560	46.5%		
4036 Fuel (Mower)	894	2,533	1,639		1,639	35.3%		
4037 Sundries	359	3,025	2,666		2,666	11.9%		
4063 Vehicle hire and running costs	945	7,060	6,115		6,115	13.4%		
<u>248 Depot EXPENDITURE</u>								
4013 Equipment purchase	0	5,000	5,000		5,000	0.0%		
4055 Alarm	548	560	12		12	97.9%		
4225 Rates	4,784	4,641	(143)		(143)	103.1%		Precepted before Rates charges were finalised
4601 Repairs & maintenance fund	235	900	665		665	26.1%		
4602 Electricity	446	2,000	1,554		1,554	22.3%		
4603 Water	47	635	588		588	7.5%		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<u>249 C Meadow Toilets/Shopmobility INCOME</u>								
1085 Shopmobility income	128	200	72			63.9%		
<u>249 C Meadow Toilets/Shopmobility EXPENDITURE</u>								
4602 Electricity	0	600	600		600	0.0%		
4603 Water	0	600	600		600	0.0%		
4608 Shopmobility	402	1,002	600		600	40.2%		
4612 Contractor charge	2,866	10,450	7,584		7,584	27.4%		
4709 Maintenance	0	6,600	6,600		6,600	0.0%		
<u>250 Lace Hill INCOME</u>								
1026 Lace Hill Community Centre	14,439	41,000	26,561			35.2%		
1027 Solar income	0	150	150			0.0%		
<u>250 Lace Hill EXPENDITURE</u>								
4050 Lace Hill playing fields	267	550	283		283	48.6%		
4118 Solar panels	0	380	380		380	0.0%		
4158 Lace Hill gas	1,397	4,600	3,203		3,203	30.4%		
4159 Lace Hill electricity	546	6,500	5,954		5,954	8.4%		
4160 Lace Hill water	313	1,086	773		773	28.9%		
4161 Lace Hill Repair & Maintenance	1,338	4,000	2,662	1,982	680	83.0%		
4162 Lace Hill Planned Maintenance	371	7,920	7,549		7,549	4.7%		
4164 Lace Hill equipment	1,352	3,754	2,402		17	2,385	36.5%	
4225 Rates	10,354	11,048	694		694	93.7%		
<u>251 Chandos Park INCOME</u>								
1030 Bowls income	0	650	650			0.0%		
1035 Tennis Court Rent	0	778	778			0.0%		
<u>251 Chandos Park EXPENDITURE</u>								
4601 Repairs & maintenance fund	0	3,950	3,950	330	3,620	8.4%		
4602 Electricity	419	1,471	1,052		1,052	28.5%		
4603 Water	809	2,449	1,640		1,640	33.0%		
4606 Bowls Club Maintenance	1,540	2,120	580		580	72.6%		
<u>252 Bourton Park EXPENDITURE</u>								
4601 Repairs & maintenance fund	610	10,508	9,898	1,347	8,551	18.6%		
<u>253 Cemeteries INCOME</u>								
1041 Burial fees	5,852	29,400	23,548			19.9%		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<u>253 Cemeteries EXPENDITURE</u>								
4225 Rates	2,421	2,349	(72)		(72)	103.1%		Precepted before Rates charges were finalised
4265 New cemetery maintenance	0	7,000	7,000	3,500	3,500	50.0%		
4601 Repairs & maintenance fund	849	5,825	4,976	205	4,772	18.1%		
4602 Electricity	(50)	1,000	1,050		1,050	(5.0%)		On account credit from previous quarter
4617 Memorial testing	4,770	4,330	(440)		(440)	110.2%	2,000	
4619 Cemeteries Development	89,531	106,415	16,884	35,000	(18,116)	117.0%	87,000	
4620 Expenses for burial duties	417	5,785	5,368		5,368	7.2%		
<u>254 Chandos Park toilets EXPENDITURE</u>								
4612 Contractor charge	2,866	10,450	7,584		7,584	27.4%		
4709 Maintenance	250	14,035	13,785		13,785	1.8%		
<u>255 Railway Walk & Castle Hill EXPENDITURE</u>								
4709 Maintenance	3,436	1,145	(2,291)		(2,291)	300.1%	3,400	
<u>256 Storage Premises EXPENDITURE</u>								
4066 Grenville garage rent	219	626	407		407	35.0%		
<u>258 Cemetery Lodge INCOME</u>								
1061 Cemetery Lodge rental income	4,400	11,781	7,381			37.3%		
<u>258 Cemetery Lodge EXPENDITURE</u>								
4034 PWLB repayments inc. interest	0	4,702	4,702		4,702	0.0%		
4609 Cemetery Lodge maintenance	1,160	3,260	2,101	750	1,351	58.6%		
<u>260 CCTV EXPENDITURE</u>								
4100 CCTV maintenance	490	4,000	3,510	1,261	2,249	43.8%		
<u>261 Community Centre EXPENDITURE</u>								
4085 Structural repairs	5,643	30,390	24,747	7,693	17,054	43.9%		
4091 Chamber	183	1,100	917		917	16.6%		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<u>262 Parks General EXPENDITURE</u>								
4101 Seats and bins	0	1,765	1,765		1,765	0.0%		
4102 Dog bins	0	13,686	13,686	4,072	9,614	29.7%		
4106 Play area maintenance	2,599	9,316	6,717		6,717	27.9%		
4112 Environment Equipment	784	11,286	10,502	29	10,473	7.2%		
4122 Tree works	7,575	36,105	28,530	650	27,880	22.8%		
4168 Defibrillators	0	550	550		550	0.0%		
4275 Play area replacement fund	0	10,000	10,000		10,000	0.0%		
4276 Tree wardens	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%		
<u>264 New Cemetery EXPENDITURE</u>								
4282 New Cemetery PWLB Repayments	0	2,600	2,600		2,600	0.0%		
Grand Totals:- Income	39,732	122,872	83,140			32.3%		
Expenditure	236,865	748,416	511,551	56,836	454,715	39.2%		
Net Income over Expenditure	(197,134)	(625,544)	(428,410)					
plus Transfer from EMR	92,400							

Buckingham Town Council**Environment Committee****Monday 29 July 2024.**

Contact Officer: Nina Stockill, Estates Administrator

Replacement of Public Noticeboards in Bourton Park**1. Recommendations**

- 1.1. Members agree the purchase 3 replacement noticeboards from Company A for £5,984.39 to be taken from the cost code 252/4601 (Bourton Maintenance).
- 1.2. Members agree to re-locate one of the noticeboards from the Burleigh Piece entrance to between the two play areas.

2. Background and Information

- 2.1. There is the need to replace the three public noticeboards in Bourton Park, which have reached the end of their functional life despite multiple repairs. Additionally, the report proposes the relocation of one noticeboard from the Burleigh Piece entrance to a more strategic location within Bourton Park.
- 2.2. The three public noticeboards in Bourton Park have been subject to numerous repairs over the years. However, their current state is beyond repair due to:
 - Extensive weather damage/wear & tear/damage from vandalism
 - Structural weakening and damage to locks/gas struts/hinges
 - Deterioration of display surfaces
- 2.3. The office proposes the relocation of one noticeboard from Burleigh Piece to a new location next to the park bench opposite the Junior play area in Bourton Park. The rationale for this move includes:
 - 2.3.1. Visibility: The new location is more visible to park visitors, ensuring that public notices reach a wider audience.
 - 2.3.2. Foot Traffic: The area opposite the Junior play area has higher foot traffic, especially from families and children, increasing the likelihood that notices will be read.
 - 2.3.3. Resting Area: Placing the noticeboard near a bench where people are likely to rest provides a convenient opportunity for them to read notices while taking a break.
- 2.4. Scope of Work: The removal of existing noticeboards and installation of new weather-resistant noticeboards will be carried out by the Greenspaces Team. The noticeboards will be of the same style but anodised Aluminium (not black) for ease of maintenance and to fit with other street furniture in the park.

3. Budget

3.1. Three suppliers were contacted to provide quotations for the replacement of the noticeboards. The 3 suppliers that were approached are: Greenbarnes, Landmark and Shelly Signs. The quotes below are not necessarily in the same order as above.

Company	Quote
A	£5,984.39
B	£8,310.40
C	No response

Buckingham Town Council
Environment Committee
Monday 29 July 2024.

Contact Officer: Nina Stockill, Estates Administrator

Repainting of Cornwall's Meadow Public Toilet Doors

1. Recommendation

- 1.1. Members agree to note the report and approve the engagement of company A for the repainting work from cost code 249/4709 (Cornwall's Meadow Toilets – Maintenance).

2. Background and Information

- 2.1. This report outlines the need for repainting the toilet doors at Cornwall's Meadow public toilets. Due to the deteriorated condition of the paint, it is necessary to engage a specialist contractor to perform the repainting. The process involves disconnecting the doors and powder coating them offsite.
- 2.2. The toilet doors at Cornwall's Meadow public toilets have suffered significant wear and tear. The paint is peeling and discoloured, detracting from the overall appearance and hygiene of the facilities. Immediate action is required to restore the doors to a suitable standard.
- 2.3. To identify a suitable contractor, five specialist companies were contacted. Of these, only one provided a quotation for the work. The details are contained below.
- 2.4. The work is estimated to take between 3 and 5 days to complete. During this period, the Cornwall's Meadow public toilets will need to be shut to ensure the safety of the public and the contractors. Signs will be posted to inform the public of the temporary closure and direct them to alternative facilities. The works will be scheduled for after the school holidays.
- 2.5. The refurbishment work to the three doors will include
 - Remove the 3x existing door slabs from the public toilets and board up for temporary security.
 - Power-blast and recondition the existing 3x door slabs inside and out.
 - Doors to be resprayed inside and out with original RAL Colour.
 - Rehang and connect existing doors back into existing frames.
- 2.6. The repainting of the toilet doors at Cornwall's Meadow public toilets is necessary to maintain the quality and appearance of the facilities. Given that only one specialist contractor has provided a quotation, it is recommended that we proceed with this contractor to ensure the work is completed in a timely manner.

3. Budget

3.1. The companies that were approached were - Healthmatic, Bradbury Doors, Hometech-UK Ltd, DJ Doors, Burgess Windows & Doors. The quotes below are not necessarily in the same order as above.

Company	Quote
A	£4252.50 (ex VAT)
B	Declined to quote for repair
C	Declined to quote for repair
D	Declined to quote for repair
E	Declined to quote for repair

3.2. The budget for this repair was previously precepted for to come from this year's budget.

Buckingham Town Council
Environment Committee
Monday 29th July 2024.

Contact Officer: Estates Manager

Decoration of Cemetery Lodge

1. Recommendations

- 1.1. Members agree to proceed with company B at a cost of £7,340 to be taken from the earmarked reserve budget code – Cemetery Lodge repairs (EMR 342).

2. Background

- 2.1. The full decoration of the cemetery lodge is well overdue, a quick once over was carried out between tenants in 2021 but a full redecoration hasn't been carried out in over 10 years.
- 2.2. Issues with condensation from the bathroom and other repairs have now been dealt with and anti-mould treatment/undercoat will be used upstairs to prevent it coming back.
- 2.3. The work will include all preparation, painting walls and ceilings throughout, some minor repairs will be required and have been included along with painting inside and out of the wooden rear door and windows. The original metal windows with stone tracery will require a lot of work including draft excluders for the opening windows.

3. Budget Costs

- 3.1. This was precepted for and an Earmarked reserve was created for this.
- 3.2. The following companies were approached for quotes: Burgess building Maintenance, M Simmonds decorating contractors, Redfield Construction.
- 3.3. Quotes were obtained and listed below:

Company	Quote
A	£9,200.00
B	£7,340.00
C	did not respond

Buckingham Town Council
Environment Committee
Monday 29th July 2024.

Contact Officer: Estates Manager

Tree Surveying software

1. Recommendations

- 1.1. Members agree to proceed with option B – to provide the Tree surveying software.
- 1.2. Members to agree to spend £1,550 from budget 262/4122 – Tree Work with an expectation to renew on an annual basis.

2. Background

- 2.1. The regular surveying of the town Council's tree-stock is a key part of the management of the parks and estates. The initial basic tree survey is carried out by the Estates Manager and any further detailed surveys identified are carried out by an Arboricultural Consultant. Accurate records must be kept to ensure that a continuous program of surveying and proper tree maintenance is carried out.
- 2.2. The Town Council currently has approximately 2200 individual trees across 8 sites recorded on the current system. (BTC has a lot more trees recorded as groups or woodland). An accurate database and linked mapping system are key. This will expand in the coming years with the new cemetery, parks and play areas. This software helps to manage the ongoing tree maintenance required and scheduling re-inspections of the trees required.
- 2.3. The current software is outdated, time-consuming and difficult to use with 3 different pieces of software doing different things: the database, mapping and linking the system to/from the tablet. The current agreement to provide this comes to an end at the end of July. The technology has now advanced and is able to work using GPS on a mobile phone which will be able to work both on and offline. The data base is securely stored in the cloud (hard back-ups will also be made in the office). Both of the software systems quoted have the capability that we will require.
- 2.4. Two suitable replacements have been identified and quotes have been received from Ezytreev and GIS Solutions and are detailed below. The quotes are not necessarily in the same order as listed above –
 - 2.4.1. **Company A** – This is a large comprehensive system which is used by a large number of larger authorities and has the capability to be expanded to have a large number of functions if required in the future (at extra cost). This is the basic module of the system but is very comprehensive.
 - 2.4.2. **Company B** – A more straight-forward system but appears it will be far easier to use, it can be adapted to capturing what data we require including photos and not what we don't. Will have the web map viewing site and a mobile app. Cost will include set-up and support.

3. Budget Costs

- 3.1. The current agreement costs: £365 per year. This will expire at the end of July.
- 3.2. The following costs have been sought for the software and setting up of the system.

	Set-up Cost	Annual fee	
	transferring of old data and setting up current mapping, with initial training	software licences , data back-up and technical help	
A	£500	£4,790	
B	no extra (included in annual fee)	£1,550	

Clean Air is a priority

Mothers Climate Action Network



**MOTHERS'
CLIMATE
ACTION
NETWORK**

Appendix B

Air pollution in Buckingham

- [Address Pollution.org](https://www.addresspollution.org)
- High air pollution: 70th centile
- Exceeds 3 WHO limits
- 1 in 20 deaths in Bucks linked to air pollution
- Air pollution impacts children's health and ability to learn

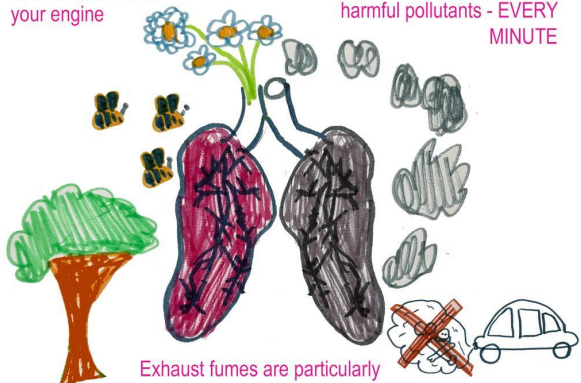


**MOTHERS'
CLIMATE
ACTION
NETWORK**

NO IDLING...**...young lungs at work!**

Idling for more than 10 seconds uses more fuel than restarting your engine

An idling car causes enough emissions to fill 150 balloons with harmful pollutants - EVERY MINUTE



Exhaust fumes are particularly harmful to children, as their lungs, brains and immune systems are still developing



TURN OFF YOUR ENGINE!

#CleanAirDay
cleanairday.org.uk



20th June 2024

Clean Air Day campaign at Buckingham Primary School



**MOTHERS'
CLIMATE
ACTION
NETWORK**

Eco Council

- 21st May 30 minute session covering:
 - Impact of poor air quality
 - cars idling outside the school
 - Relevant Imagery
 - Provided banner to be decorated



**MOTHERS'
CLIMATE
ACTION
NETWORK**



Clean Air Day 20 June



**MOTHERS'
CLIMATE
ACTION
NETWORK**

Appendix B

Clean Air Day 20 June

- Assembly to years 1-6:
 - Adapted Clean Air Day slide deck
 - Where air pollution comes from and how it affects us
 - Sources, effects & solutions game
- Email to all school parents



**MOTHERS'
CLIMATE
ACTION
NETWORK**

After Clean Air Day

- [Bucks Herald article](#)
- Minimal impact on car idling
- School has committed to buying permanent banners
- Plans to hold a joint event with Buckingham University at Buckingham Primary School next spring



**MOTHERS'
CLIMATE
ACTION
NETWORK**

What next?

- Campaign for a School Street (temporary exclusion zone at pick up and drop-off times)
- Create a video to be shared via social media
- Write to firms such as Taxi firms, Royal Mail and other large fleet organisations
- Respond to Bucks Council consultation on their Air quality Action Plan



**MOTHERS'
CLIMATE
ACTION
NETWORK**



Great Big Green Week



**MOTHERS'
CLIMATE
ACTION
NETWORK**

Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
Environment	92/15; 904/15;640/16 ; 309.4/17- 463; 206/18; 126/19	Sports Pitch Provision	Historical correspondence and agreements to be reviewed by the Town Clerk.	Town Clerk	To be reviewed following the new SPD introduction/ with BNDP at this time	NB Neighbourhood Plan now at regulation 14 consultation. Await updated local plan.
Environment	884/18	Compliments and Complaints Log	Members AGREED the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		Expected to be on 7 October 2024 agenda
Environment	319/20	Lace Hill Doors	AGREED for a report regarding an additional external fire exit door is brought back to the next committee meeting.	Estates Manager	This project will need to be restarted. The walls in the Sports will need to be completed first.	Paused
Environment	771/20 & 1088/20	Tingewick Road Greenspaces	Members AGREED for the Town Council to take on the green spaces and play areas, provided that Barratts agree a suitable initial payment, and that the development of the green spaces are completed satisfactorily, in line with the agreed plans.	Town Clerk	Offer received and legal team have been instructed to start transfer process	Legal documentation being worked on by legal team - due diligence being completed.
Environment	70/23 193/23	Bourton Park bridges.	Members agreed to add the bridges to the action list. Cllr. Stuchbury Proposed an explanatory press release regarding the current status of the bridges. Cllr. Harvey Seconded. Member unanimously AGREED .	Estates Manager Deputy Town Clerk	ROW application has been submitted. Update on the progress requested.	Ongoing
Environment	192/23	Solar panels - Buckingham Community Centre	A request will be made to the Town Clerk for an update on Community Centre solar panels.	Town Clerk	Alarm fitted. Roof is leaking. Roofer being instructed. Fire Risk Assessment being carried out.	Meeting with consultant 07/08/2024.
Environment	432/23	Pollution	Motion Cllr. Harvey AGREED : This committee therefore resolves to ask the Shire council to reveal all the information it has about vehicular pollution in our town (in the light of the new figures) and ask: - what action is being taken to measure road sourced pollution in Buckingham - especially areas near the main roads (A421, A413 and A422) although we understand that there is currently some monitoring taking place. - what their specific plans are to reduce air pollution in our town and - what local action is being taken to mitigate the impact on road sourced pollution on the health of our local population.	Town Clerk	Letter sent, awaits reply.	Ongoing. Air Quality Action Plan draft policy and survey opened 22/07/2024 and closes 30/09/2024.

Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
Environment	439/23	Shrub bed at Community Centre	Members requested that this is added to the action list.	Environment Committee		No current actions
Environment	619/23	Motion: No idle zones	Cllr. Gateley offered to draft a letter to be sent to schools. The Compliance and Projects Manager suggested that the letter is agreed by the office who will approach schools initially to seek engagement.	Town Clerk when draft received.	letters sent, visited schools, community board involved with schools.	completed
Environment	621/23	Cllr. Stuchbury	Motion carried: That Buckingham Town Council write to Villiers and request that we take ownership of the two benches previously located outside the Old Town Hall. The benches should be placed somewhere appropriate in our town centre for residents to enjoy.	Town Clerk	Paused as Villiers are currently speaking to Members directly.	On going
Environment	623/23	Value of trees	Cllr. Stuchbury Proposed that the Estates Manager looks at the system of adding a value to trees.	Estates Manager		On going
Environment	Public session	Boules court	The Town Clerk will make contact to discuss this further and a report can be brought to a future Environment Committee meeting.	Town Clerk		On going
Environment	751/23	Happy to talk bench	The Town Clerk confirmed that we will speak to Buckinghamshire Council and look at an additional bench and plaque. A report will be brought to a future meeting.	Estates Manager		awaiting installation