



Buckingham Town Council

Town Council Office, Buckingham Centre,
Verney Close, Buckingham, MK18 1JP
01280 816426

office@buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

Wednesday, 11 September 2024

Councillors,

You are summoned to a meeting of the Full Council of Buckingham Town Council to be held on Monday 16th September 2024 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/UC89BUTwVpjAOEIdSIfcZC9Q/>.

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 as a correct record the minutes of the meeting of the Full Council meetings held on 8th July 2024 and the Extraordinary Full Council meeting held on 29th July.

[Copy previously circulated](#)
[Copy previously circulated](#)

4. Interim minutes

To agree as a correct record the minutes of the Interim Council meeting held on 17th June 2024.

[Copy previously circulated](#)

5. Planning Committee

To receive the minutes of the Planning Committee meetings held on 17th June 2024 and 15th July 2024.

[Copy previously circulated](#)
[Copy previously circulated](#)



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. Town Centre and Events Committee

To receive the minutes of the Town Centre and Events Committee meeting held on 3rd June 2024. [Copy previously circulated](#)

Fire of Buckingham - To note that the Town Centre and Events Committee agreed the report recommendations (59/24). [TCE/12/24](#)

7. Environment Committee

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

[Copy previously circulated](#)

8. Resources Committee

To receive the minutes of the Resources Committee meeting held on 29th April 2024 and 24th June 2024. [Copy previously circulated](#)

9. Recommendations from the Resources Committee

Recommended from Resources Committee (225/24) to agree the following dates:

- Annual Town Meeting – Thursday, 6th March 2025
- Mayor Making – Friday 6th June 2025

Recommended from Resources Committee (226/24) to agree the 2025 meeting calendar.

[Appendix A](#)

10. Presentation from Bloor Homes re Manor Farm development

To receive a presentation from Bloor Homes. This is a Town Council engagement matter and not part of the neighbourhood plan Regulation 14 consultation process.

Bloor Homes September newsletter.

[Appendix B](#)

11. Presentation from Montpelier Estates regarding the Lace Hill Medical Centre.

To receive a presentation from Anna Ciesielska of Montpelier Estates. This is a Town Council engagement matter and not part of the neighbourhood plan Regulation 14 consultation process.

12. Annual Governance & Accountability Return (AGAR)

To note the external auditor's report.

[Appendix C](#)

13. To note the decision of the Community Governance Review of Buckingham Town Council Wards.

To note that the following changes will come into effect for the 1st May 2025 local elections:

- The Highlands and Watchcroft ward is merged into the Buckingham North ward (this would increase the number of councillors for this ward from 7 to 8).
- The Fisher's Field ward is merged into the Buckingham South ward (this would increase the number of councillors for this ward from 8 to 9).

14. Planning applications - Land adjacent to 73 Moreton Road

Applications to Vary Planning Conditions for this site for 12 houses

24/02614 /VRC and 24/02615/VRC to vary conditions 4,6,7,8,10,11, 12,13 & 17 of 15/04106/AOP, as amended by 24/01069/VRC;

And

24/02616/VRC and 24/02617/VRC to vary conditions 1, 2, 3, 4, 5 and 8 of 19/00902/ADP

M A Healy Ltd

To receive a report from the Planning Clerk.

[BTC/57/24](#)

[Appendix D](#)

[Appendix E](#)

15. Twinning

To receive information and a request from Buckingham Twinning Association to seek agreement for Buckingham to move to full twinning status with Valmadrera, Italy.

[Appendix F](#)

16. Motion: Cllr Cole

"That this Council thanks our former Member for Parliament Greg Smith for the support he has given to Buckingham during his five-year term of office. As well as regularly engaging with the community, he has also successfully called in planning decisions on our behalf, and has strongly supported our Neighbourhood Plan and its successor."

17. Motion: Cllr Cole

"This Council asks how the BC Cabinet, having agreed to new paid parking charges and hours across the county, equates that with its statement in its residential parking regulations zoning that 'it would be unrealistic to create one set of standards for the whole county'?"

"The guidance states 'that the county is made up of four districts, each with their own characteristics and population make-up, ranging from densely populated towns such as Aylesbury and Wycombe, to small, rural communities. Within each district there is further variation in the character and make-up of the population. There is also significant variation in the accessibility of public transport in different areas. As a result, it would be unrealistic to create one set of standards for the whole county'."

Source:

<https://www.buckinghamshire.gov.uk/planning-and-building-control/planning-policy/local-development-plans-and-guidance/local-planning-guidance/parking-guidance-for-new-developments/zoning/>

18. Motion: Cllr. Osibogun

In addition to the planned response to the Ministry of Housing, Communities and Local Government consultation on the draft National Planning Policy Framework scheduled to close on 24 September, Buckingham Town Council write to our local Member of Parliament expressing our firm objection to:

- The restoration of the 5-year housing land supply and the concept of tilted balance.
- Any increase in mandatory housing targets, increased density in urban areas, and introduction of deadlines for local plans.

These changes will adversely affect Buckingham residents and our essential infrastructure such as roads, sewage, GPs surgeries, and school; and it is necessary to have planned, advance funding commitment.

19. To receive and question reports from Buckinghamshire Council Councillors**20. Reports from representatives on outside bodies**

Members are asked to note the reports listed below:

Buckingham Youth Club accounts.

[Appendix G](#)

21. Climate Emergency Action Plan

To note there are no updates to the climate emergency action plan.

22. Remembrance Wreath

To receive a report from the Town Clerk.

[BTC/58/24](#)

23. Action list

To review and discuss the action report.

[Appendix H](#)

24. Mayoral engagements

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

Functions the Mayor has attended:

06/07/24 Buckingham Rugby Club Beer and Music Festival
13/07/24 Buckingham Primary School Fete
02/09/24 Buckingham in Bloom Prize given for first place large business and runner up small business
03/09/24 Merchant Navy Day flag raising
04/09/24 Open House event sponsored by BTC grant
07/09/24 Buckingham dog show
07/09/24 High Sheriff of Buckingham Justice Service

Functions the Deputy Mayor has attended:

01/08/24 Bowls Club open evening
09/08/24 Home Instead opening
18/08/24 Brackley Classic Car Show
25/08/24 BandJam

25. Chair's announcements**26. Date of the next meeting:**

Interim Council: Monday 14th October 2024
Full Council: Monday 4th November 2024

COMMITTEE IN PRIVATE SESSION**Exclusion of public and press**

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

27. Adoption of open spaces for Moreton Road phase 3

To agree receive a report from the Estates Manager.

[BTC/58/24](#)
[Appendix I](#)

To:

All Councillors

Buckingham Town Council
Town Centre & Events Committee
Monday 3rd June 2024

Contact Officer: Louise Stubbs, Deputy Town Clerk

Great Fire of Buckingham 1725 - 2025 External Event Request

1. Recommendations

- 1.1. It is recommended members agree that the Council support the organising group of the Great Fire of Buckingham 1725 – 2025 event by giving advice and supporting them to liaise with external road closure contractors.
- 1.2. It is recommended that members agree that, if appropriate, the Clerk will write a letter of support for use by the organising group to support any grant applications.

2. Background

- 2.1. The Council has been approached by Mr. Weston, asking for support with Great Fire of Buckingham event. The event will last from Monday 10th March to Sunday 16th March 2025, with a number of different activities planned. A draft event schedule from the organisers is attached as an appendix.
- 2.2. As part of the event, the organising group would like to close parts of the Town Centre in order to create space for a Fire Service Rescue Display, and to have musical and dance performances. This would take place on Saturday 15th March at 5pm in the town centre.
- 2.3. The organising group have approached the Town Council in order to ask for support with the road closure – both in mitigating the impact on the Street Market and in running the road closure itself.
- 2.4. As the event is due to take place in March 2025, and notification was received by the office in 2024, no staffing or budget was allocated to this event during the Town Council precept and 2024 – 2025 event planning process.

3. Aims of Event

- 3.1. To recognised the historic anniversary of the Great Fire of Buckingham in 1725, on the exact day and in the location the fire began.
- 3.2. To bring the community together in a series of arts and culture events focused around the anniversary.

4. Implications of holding the event

- 4.1. Officers have met with Mr. Weston and discussed what might be possible in terms of Council support. The organising group understand that funding for the Council year 2024 – 2025 has already been set.
- 4.2. Although the original request from the group was whether Council staff could run the road closure on Saturday 15th March entirely, Mr. Weston has confirmed in writing that support from the Council with planning and securing a road closure company to run the road closure would be an acceptable alternative to the organising group.
- 4.3. It has also been confirmed in writing that the organising group now plan to use the area of Market Hill between the White Hart and the Old Gaol for the event road closure, with set up beginning at 4.30pm. This would not overlap the space required for the Market which will still be packing up in the Market Hill area until 5.30pm. This is important as March is a busy time of year for some of our market traders, and they would be negatively affected if required to close early for the event.
- 4.4. There are no requests for direct funding from the organising group – instead they intend to apply for grant funding for other bodies. This means that the cost of using contractors to run the road closure could be included in the grant application request. Officers have already met with Mr. Weston and offered advice about how best to secure grant funding. The organising group are happy with the suggestion to include the road closure costs including contractors in the grant application. In order to support this the Council could consider writing a letter of support for the project, which can be used as evidence alongside the organising group's grant application.

2025 Calendar

2025		Meeting	Clerk	Meeting	Clerk	Meeting/Events	Clerk
Jan	6	Interim	Paula	Planning	Paula		
	13	Resources	Paula			CSSC - Thurs 16th Jan @ 1pm - Online	Adam
	20					BNPVG 20th Jan 10:30am	Nina
Feb	27	Precept	Paula				
	3	Planning	Paula			ECDI - Thursday 6th February @ 6pm	Paula
	10	TC&E	Paula				
Mar	17	Environment	Paula			BNPVG 17th Feb 10:30am	Nina
	24	Interim (Informal precedes)	Paula	Planning	Paula		
	3	Resources (Grants)	Paula			CSSC - Thurs 6th Mar @ 1pm - Chamber Annual Town Meeting Thursday 6th March	Adam
Mar	10						
	17	Full Council	Paula			BNPVG 17th March 10:30am Thursday 20th March - Pre election period	Nina
	24	Planning	Paula				
	31	TC&E	Paula				
Apr	7	Environment	Paula			CSSC - Thurs 10th Apr @ 1pm - Online	Adam
	14	Interim	Paula	Planning	Paula		
	21	Easter Monday				ECDI Thursday 24th May 6pm	Paula
	28	Resources	Paula			Local elections - Thursday, 1st May 2024	
May	5	Early May bank holiday					
	12	ASM & Full Council	Paula			BNPVG 12th May 10:30am	Nina
	19	Planning	Paula				
	26	Spring bank holiday					
June	2	TC&E	Paula			CSSC - Thurs 5th Jun @ 1pm - Chamber Mayor Making Friday 6th June	Adam
	9	Environment	Paula			BNPVG 9th June 10:30am	Nina
	16	Interim	Paula	Planning	Paula		
	23	Staffing & Resources	Paula			ECDI - Thursday 26th June @ 6pm	Paula
	30						
July	7	Full Council	Paula			BNPVG 7th July 10:30am	Nina
	14	Planning	Paula			CSSC - Thurs 17th July @ 1pm - Online	Adam
	21	TC&E	Paula				
	28	Environment	Paula			BNPVG 28th July 10:30am	Nina
Aug	4	School summer holidays					
	11						
	18	Planning	Paula				
	25	Summer bank holiday					
Sept	1	Resources	Paula			CSSC - Thurs 4th Sept @ 1pm - Chamber	Adam
	8						
	15	Full Council	Paula				
	22	Planning	Paula			ECDI Thurs. 25th Sept @ 6pm	Paula
Oct	29	TC&E	Paula				
	6	Environment	Paula			BNPVG 6th October 10:30am	Nina
	13	Interim	Paula	Planning	Paula	CSSC - Thurs 17th Oct @ 1pm - Online	Adam
	20	Resources	Paula				
Nov	27						
	3	Full Council	Paula				
	10	Planning	Paula				
	17	TC&E	Paula			CSSC - Thurs 20th Nov @ 1pm - Chamber	Adam
Dec	24	Environment	Paula				
	1	Interim	Paula	Planning	Paula	ECDI Thursday 4th Dec @ 6pm	Paula
	8	Resources	Paula				
	15	Full Council	Paula	Planning	Paula		
	22						
29							

New homes at Manor Farm, Buckingham



September 2024



We want to hear from you

Bloor Homes is keen to hear from the local community to understand local priorities. Where possible, the feedback we receive will be used to help shape our plans. Join us at our **upcoming event:**

Saturday 21 September
10:00am – 2:00pm
Lace Hill Sports and Community Centre
MK18 7RR

The event will also include a range of children’s activities, and we will be providing transport through Buckingham’s community bus service. Should you require transport to or from the venue, please get in touch with us directly via the details provided.

Scan here

For more information visit **bloor-buckingham.co.uk** where an online version of the feedback form can be found.

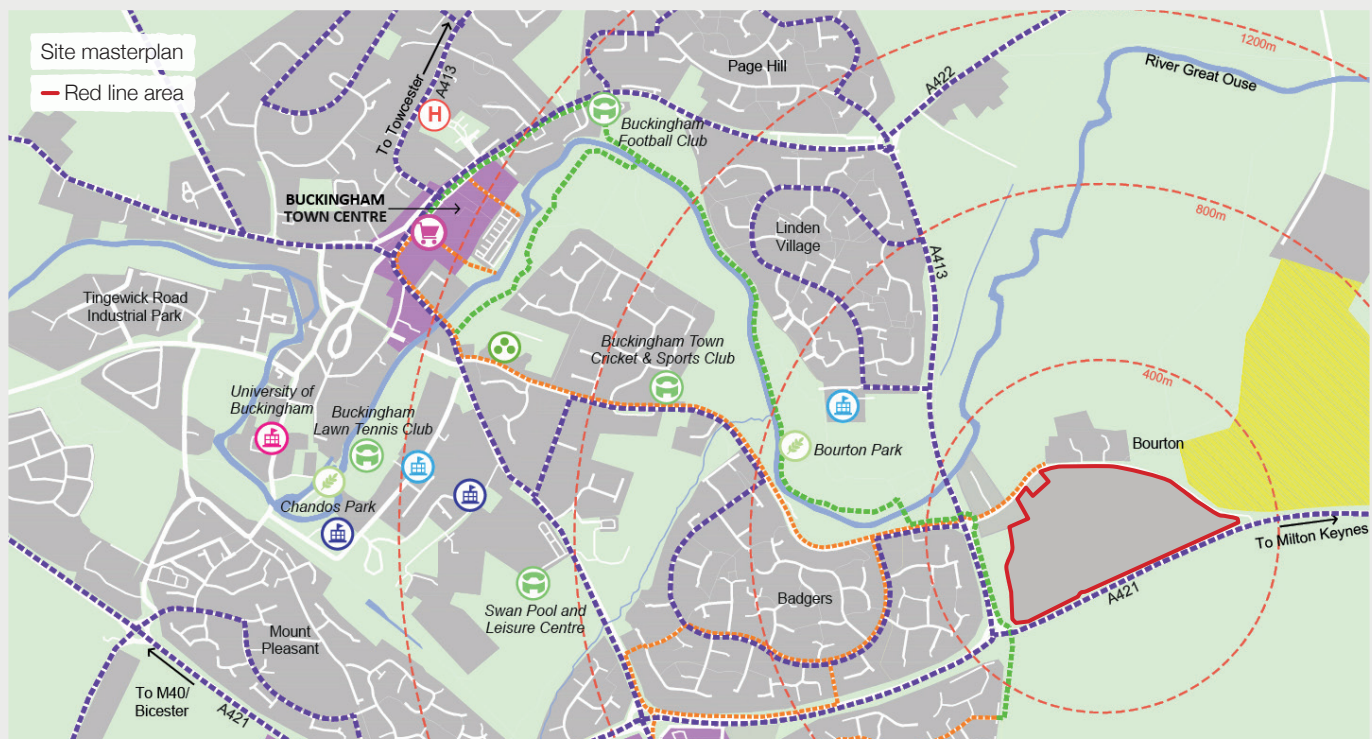


Delivering a sustainable new community in Buckingham.

Bloor Homes is pleased to be bringing forward proposals for new family homes at Manor Farm, on land east of Buckingham in Bourton.

The proposals will include:

- Active travel routes to local facilities.
- Play areas.
- Open space.
- Policy compliant affordable housing provisions of at least 25%.
- Potential for new nursery / pre school facility.



Key benefits



Homes

- Up to 220 new homes for local people, which will include policy compliant affordable housing provisions of at least 25%.



Green spaces

- On-site publicly accessible green space and play areas, equating to over a third of the site.
- 12 hectares of additional publicly accessible off-site land, helping to achieve at least 10% net gain biodiversity.
- Proposed duck pond, serving as a haven for local wildlife and an attractive gateway feature.



Community

- New community building with opportunity for a new nursery and pre-school.
- Improved active travel links to Lace Hill, Bourton Meadows and the wider area.

Community space

The proposals include the provision of a new community building. While this is conceptually proposed as a new nursery and pre-school building to meet the needs of the growing number of young families in the area, we remain open to further ideas around how the space could be best used to support the local community.

Over a third of the site will be retained as publicly accessible open green space and play areas for all to enjoy, with a further 12 hectares off-site.

Improved active travel links with the wider surrounding area will also help to encourage sustainable travel to access daily amenities, reducing the need for private car use.

Sustainability

The new homes will be designed to achieve the emerging Future Homes Standard. This will include high levels of insulation, low carbon air source heat pumps and photovoltaic panels and hot water provision and water efficient devices. The homes will be designed to adapt to a changed climate, with features to reduce overheating risk and minimise localised flooding during storm events.

The retention and enhancement of key landscape features, as well as the creation of new ecological habitats such as a duck pond, will help to improve biodiversity while enhancing the character of the development.

About Bloor Homes

Bloor was established in 1969 when John Bloor founded the company and built its first home. Every possible detail was taken into consideration to create a beautiful home. The same is still true today. More than fifty years later, it is one of the largest privately owned house-building groups in the UK. Bloor gives as much careful consideration to its locations and the surrounding environment of its sites as it does to the new community it ultimately creates. Its ethos is to make every effort to conserve the natural balance of each location, including heritage conservation, the conservation of wildlife, and the preservation of natural features.



Get in touch



Write to us as
Freepost MEETING PLACE CONSULTATION
(no stamp required)



Email us at
info@bloor-buckingham.co.uk



Call us on
0800 148 8911 (freephone)



Visit the website at
www.bloor-buckingham.co.uk

Scan here



Section 3 – External Auditor’s Report and Certificate 2023/24

In respect of **Buckingham Town Council - BU0028**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2023/24

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2023/24

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature	[Redacted Signature]	Date	04/09/2024
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Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

BUCKINGHAM TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

17/06/2024

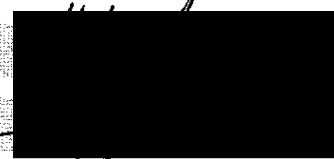
and recorded as minute reference:

97/24.2

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk



www.buckingham-tc.gov.uk

Section 2 – Accounting Statements 2023/24 for

BUCKINGHAM TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
1. Balances brought forward	739,530	646,604	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	942,773	1,164,561	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	185,973	358,673	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	641,536	685,696	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	4,702	4,702	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	575,434	631,187	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	646,604	848,253	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	628,163	887,607	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	2,256,501	2,385,031	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	44,585	41,858	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval


Date 06/06/2024

I confirm that these Accounting Statements were approved by this authority on this date:

17/06/2024

as recorded in minute reference:

97/24.3

Signed by Chair of the meeting where the Accounting Statements were approved





Ms Claire Molyneux
Buckingham Town Council
Town Council Office
The Buckingham Centre
Verney Close
Buckingham
Buckinghamshire
MK18 1JP

DDI:
+44 (0)20 7516 2200

Email:
sba@pkf-l.com

Date:
04 September 2024

Our Ref:
BU0028

SAAA Ref:
SB01433

Buckingham Town Council Completion of the limited assurance review for the year ended 31 March 2024

Dear Ms Molyneux

We have completed our review of the Annual Governance & Accountability Return (AGAR) for Buckingham Town Council for the year ended 31 March 2024. Please find our external auditor report and certificate (Section 3 of the AGAR Form 3) included for your attention as an attachment to the email containing this letter along with a copy of Sections 1 and 2 of the AGAR, on which our report is based.

The external auditor report and certificate details any matters arising from the review. The smaller authority must consider these matters and decide what, if any, action is required.

Action you are required to take at the conclusion of the review

The Accounts and Audit Regulations 2015 (SI 2015/234) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose (a Word version is available on request).
- Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September, which must include publication on the smaller authority's website. (Please note that when the statute and regulations were amended in 2014 and 2015, they did not include a requirement for the length of time for which that the "Notice" must be published. The previous statute required 14 days; but it is now up to the authority to make this decision).
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

Fee

We enclose our fee note, on page 4 of this attachment, for the limited assurance review, which is in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at <https://www.saaa.co.uk/audit-fees/>. This fee is statutory, must be paid and is due immediately on receipt of invoice, please arrange for this to be paid **at the earliest opportunity**.

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we have had to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR by the submission deadline; or
- it was necessary for us to undertake additional work.

Please return the remittance advice with your payment, which should be sent to: PKF Littlejohn LLP, Ref: Credit control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD. Please include the reference BU0028 or Buckingham Town Council as a reference when paying by BACS.

Timetable for 2024/25

Next year we plan to set a submission deadline for the return of the completed AGAR Form 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Tuesday 1 July 2025. It is anticipated that the instructions will be sent out during March 2025, subject to arrangements for the 2024/25 AGARs and Certificates of Exemption being finalised by Smaller Authorities' Audit Appointments Limited (SAAA). Our instructions will cover any changes about which smaller authorities need to be aware.

- The smaller authority must inform the electorate of a single period of 30 working days during which public rights may be exercised. The period must be **exactly** 30 working days, please do not set public rights dates that cover a longer period. This information **must be published at least the day before** the inspection period commences;
- The inspection period **must** include the first 10 working days of July 2025, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
 - at the earliest, between Tuesday 3 June and Monday 14 July 2025; and
 - at the latest, between Tuesday 1 July and Monday 11 August 2025.

As in previous years, in order to assist you in this process we plan to include a pro forma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

Feedback on 2023/24

Please note that if you wish to provide feedback, our satisfaction survey template can be used, which is available on our website on this page: <https://www.pkf-l.com/services/limited-assurance-regime/useful-information-and-links/>

Yours sincerely



PKF Littlejohn LLP

Buckingham Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2024

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
<p>1. The audit of accounts for Buckingham Town Council for the year ended 31 March 2024 has been completed and the accounts have been published.</p>	<p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p>
<p>2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Buckingham Town Council on application to:</p> <p>(a) _____ _____ _____ _____</p> <p>(b) _____ _____ _____</p>	
<p>3. Copies will be provided to any local government elector of the area on payment of £_____ (c) for each copy of the Annual Governance & Accountability Return.</p>	<p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p> <p>(b) Insert the hours during which inspection rights may be exercised</p> <p>(c) Insert a reasonable sum for copying costs</p>
<p>Announcement made by: (d) _____</p>	<p>(d) Insert the name and position of person placing the notice</p>
<p>Date of announcement: (e) _____</p>	<p>(e) Insert the date of placing of the notice</p>



Ms Claire Molyneux
 Buckingham Town Council
 Town Council Office
 The Buckingham Centre
 Verney Close
 Buckingham
 Buckinghamshire
 MK18 1JP

Our ref BU0028
SAAA Ref SB01433
Invoice No. SB20241574
VAT No. GB 440 4982 50
Email: sba@pkf-l.com
Date: 04 September 2024

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2024	£2,100.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£2,100.00
VAT @ 20%	£420.00
TOTAL PAYABLE	£2,520.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

The fees and charges are in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at <https://www.saaa.co.uk/audit-fees/>



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Our ref BU0028
SAAA Ref SB01433
Invoice No. SB20241574
VAT No. GB 440 4982 50
Email: sba@pkf-l.com
Date: 04 September 2024

REMITTANCE ADVICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2024	£2,100.00
Additional charges (where applicable) as detailed on attached appendix A	£0.00
Additional fees (where applicable) as detailed by separate cover	£0.00
TOTAL NET	£2,100.00
VAT @ 20%	£420.00
TOTAL PAYABLE	£2,520.00

THIS IS A STATUTORY FEE WHICH MUST BE PAID. PAYMENT IS DUE ON RECEIPT OF INVOICE

The fees and charges are in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd which can be found at <https://www.saaa.co.uk/audit-fees/>



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Buckingham Town Council

Full Council

Monday 16th September 2024

Contact Officer: Mrs. K. McElligott, Planning Clerk

Land adj. to 73 Moreton Road, Buckingham; four applications to vary the conditions of the Outline and Detailed application decisions

1. Recommendations

It is recommended that Members consider the specified conditions and the reason the developer wishes them to be varied; and make response accordingly.

2. Background

This is brought to Full Council because the development is for more than 10 dwellings and therefore outside the remit of the Planning Committee

3. Environmental Impact

There are Protected trees on the site which will be affected by the proposal, and alternative solutions are offered.

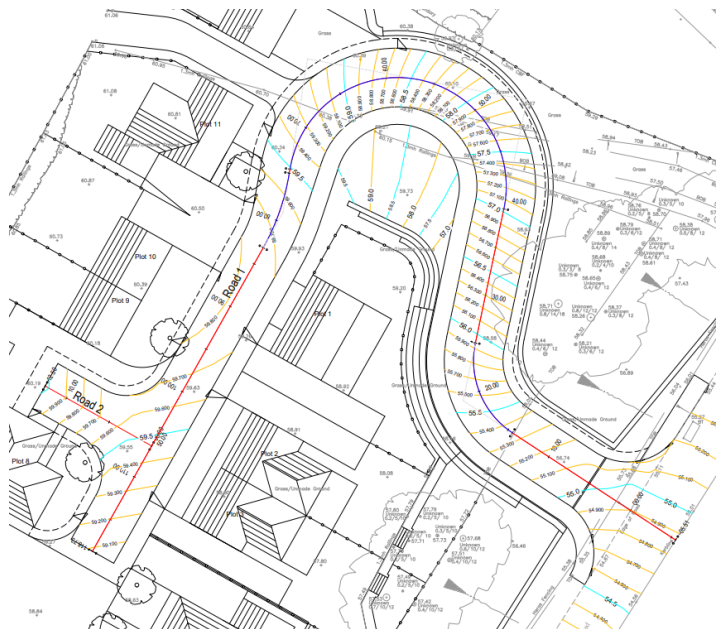
4. Options

Members may support, have no objections to, or oppose any or all of the proposed variations. The reasons given for each condition in the decisions can be found in Appendix D (for 15/04106/AOP) and Appendix E (for 19/00902/ADP).

5. Description of the site and planning history



Location plan

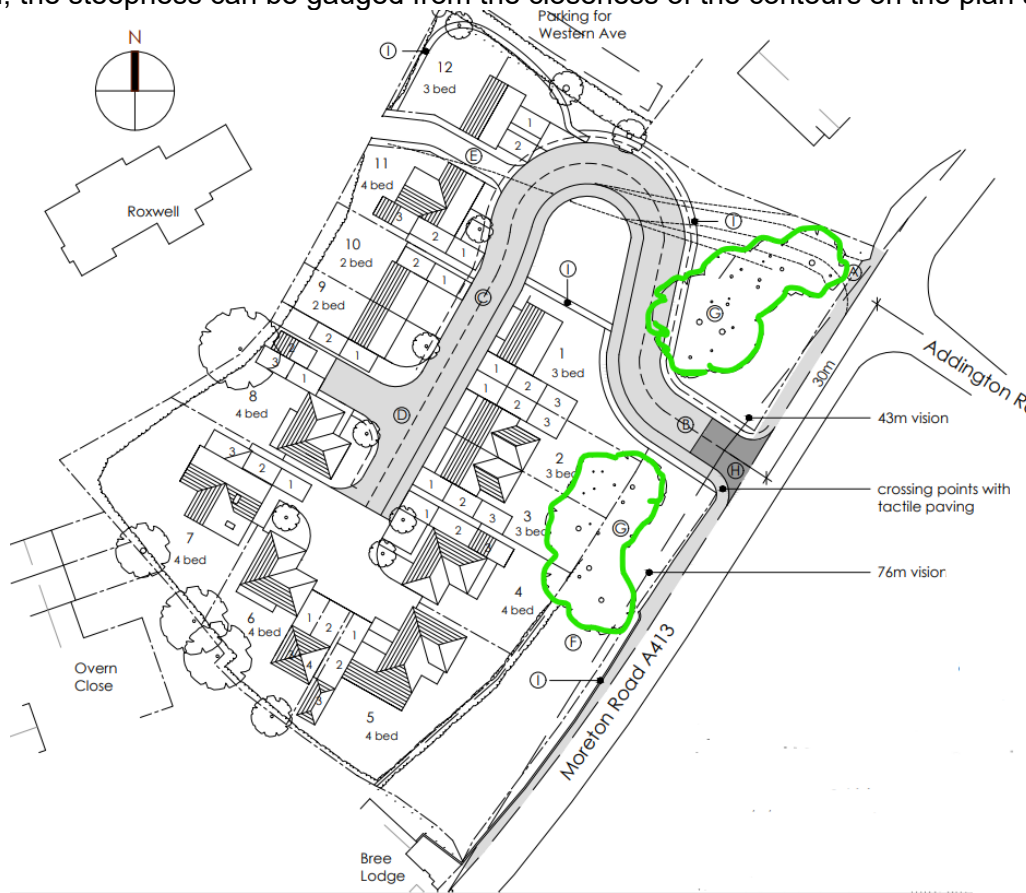


Proposed access road (contours are at 10cm intervals)

The site is the area of rough ground opposite Addington Terrace and the Old Police Station on the Moreton Road, marked on old maps as 'allotments'. It is considerably above road level, with a steep bank along the entire length with two areas of Protected Trees along this bank (ringed in green on the site plan below). The recently rebuilt Roxwell, №73, (21/00270/APP) lies to the west and slightly above the level of the building area of the site, with an access lane from Moreton Road almost forming a crossroads with Addington Road. To the north, separated from the site by the Roxwell access lane, is №75 and to the west of it a derelict former garage court off Western Avenue, and to the south Brae (not Bree) Lodge, №71, the large white-

rendered house that comes almost up to the road edge, and the rear gardens of some of Overn Close. The land south of the police station has an as-yet undecided application for 7 houses (23/03607/APP; amended plans on agenda for 23rd September 2024).

The proposal is currently for 12 houses - all on the upper level of the site – with a steep access road running between the two groups of Protected trees to the Moreton Road below. The existing lane to Roxwell is to be closed up and replaced by a spur to the U-bend on the site road and thence to Moreton Road through the site. There are to be 2 x 2-bed, 4 x 3-bed and 6 x 4-bed 2-storey houses in a mix of semi-detached and detached. The approximate level of the upper ground level is 59.7m and the Moreton Road access is 55m, so the difference in height to be achieved via the tightly curved site access road is almost 5m; the steepness can be gauged from the closeness of the contours on the plan above right.



Proposed site layout

The Protected Tree groups are outlined in green. The existing access road to Roxwell from Moreton Road makes a crossroads with Addington Road; its upper part will become a side road off the main access, and the lower part closed up.

The development has a long and spasmodic history: originally an outline plan for 13 dwellings was submitted, but this was amended to 'up to 13' and approved; the subsequent Detailed plan settled on 12 and this is the current approved proposal. All are on the upper level of the site, and the gardens of those on the eastern side therefore slope towards the top of the bank. There will be a retaining wall along the bottom of the bank.

The developer had not participated in the 'call for sites' for the Neighbourhood Plan, and treated the development as a windfall site, though the BNDP (October 2015) only allowed up to 10 dwellings on a Windfall Site (policy HP7). The BNDP was not referenced in the original documents.

The applicant has remained the same since the 2015 application; the site has not been sold on.

This Council has consistently opposed the AOP and ADP applications and the various amendments: the principal (and often repeated) reasons are: (2015/16)

- The unsafe access; a concealed entrance onto the steep slope of the Moreton Road just below the crest of the hill, and above Brae Lodge and the cottages opposite which have on-road permitted parking rendering the road single carriageway;

- The consequent impossibility of providing a continuous footway on the west side of Moreton Road, so that all residents will have to cross the road at this point;
- It was suggested that a safer access road and path could be made to Western Avenue via the old garage court which was in AVDC ownership at the time (the garages have been demolished leaving an area of hard-standing); Western Avenue meets Moreton Road where it has levelled out, which would be safer, and a pedestrian crossing could be made at this point where the bus stops are – this was never given consideration, so far as we are aware;
- The emerging VALP required 31% Affordable Housing on developments over 11 dwellings, and it was felt this should be applied;

(2019)

- (Highways had demanded a 2m wide footway along the Moreton Road frontage, with tactile paving each side of the entrance) Members felt that any footway south of the access could encourage residents to walk along it while waiting for a suitable gap in traffic to cross over, ending up at the wall of Brae Lodge where motorists coming up hill would not be able to see them, and this was not safe

(2021)

- The emerging VALP was now proposing 25% Affordable housing for sites over 11 dwellings and larger than 0.3ha;
- There was no evidence of the Vision & Design Statement being taken into account, and no indication of the materials to be used;
- Many of the houses were too close to retained trees, which could lead to problems later;
- The access was unchanged and therefore still dangerous;

(2023 Amended plans – this went to Planning as there was no other meeting in August – response in full)

- *The amendment of the garages to the current standard dimensions, the new double garage, and the re-siting of the tree on Plot 8 were welcomed; however the design of the houses was characterless, the access road was narrow and steep with tight bends and there was still no footway north of the entrance to provide pedestrian access to a safe crossing point (and the bus stops) at Western Avenue;*
- *Experience in the recent flash flooding event led to a recommendation that the access be provided with a grille across it to receive stormwater and prevent it causing a hazard on a steep section of the A413, and possible nuisance to the houses opposite, which are considerably lower;*
- *VALP had been made since the original application was submitted, and as the proposal was for more than 11 houses, there should be provision for 3 Affordable Dwellings (25%);*
- *The application still did not comply with Neighbourhood Plan HP7 (Windfall Sites) which restricts housing numbers to 10 on such sites.*

An expiry time of one year from the ADP decision is in place meaning work has to start by 21st November 2024. A Variation of Condition application (**24/01069/VRC**) has been made, and approved, to start work on the access road to enable preliminary site works. Members' response to this was (22/4/24) NO OBJECTIONS:

- *Members discussed the application and their previous opposition, particularly in respect of the difficult access and the lack of a safe crossing point for residents walking into the town but agreed the rewording of the two conditions (with two abstentions) to facilitate progress on this site.*
- *Condition 22 [provision of vision splays] is also relevant.*
- *A formal crossing, above the access point where the hill levels out, was suggested, with the bonus that this would give access to the bus stops at the end of Western Avenue.*

A tree works application (**24/02248/ATP**) has also been submitted, to fell three trees adjacent to the proposed entrance; no decision has been made on this yet. As this was related to the above application, it was felt that no objections should be made, for consistency. Other trees will be planted per the footnote to the table below.

Application History

(Note that AVDC required a box on the response form to be ticked if the Council wished to attend the Development Management Committee meeting, the current equivalent is 'calling it in')

Application	Description	Received	Validated	BTC response	Decision	Date
15/04106/AOP	Outline application with access to be considered and all other matters reserved for the erection of up to thirteen dwellinghouses with associated parking and amenity space provision. Construction of new vehicular access and closure of existing access from Moreton Road.	4/12/15	4/2/16	Oppose & attend		
		Minor amendments → 25/4/16		Oppose & attend		
		Minor amendments → 22/8/16		Oppose & attend		
		To DM Committee 13/10/16; deferred for site visit 3/11/16				
	Description changed to 'up to 13 dwellings' 7/11/16	Minor amendments → 26/11/16	'No more than 10' preferred			
	Site visit report → DMC 1/12/16		Outline Approval	19/9/17		
19/00902/ADP	Approval of Reserved Matters pursuant to outline permission (15/04106/AOP) for appearance, landscaping, layout and scale of a residential development of 12 dwellings. (outline application was not an EIA application)	8/3/19	14/3/19	Oppose & attend		
		Amended plans → 18/1/21		Oppose		
		Amended plans → 21/8/23		Oppose	Approval	21/11/2023
24/01069/VRC	Variation of condition 16 (access) attached to 15/04106/AOP To enable development to be commenced more expeditiously	2/4/24	2/4/24	No objections (comment made, see previous page)	Approval	2/7/2024
24/02248/ATP	Proposed works: Removal of 3No trees: T13 - Lawson Cypress T14 - Ash (Common) T17 - Western Red Cedar Trees to be felled to ground level and stumps ground-out.*	31/7/24	31/7/24	No objections (to be consistent with appln above)	Pending Consideration	

*Reason for removal: Trees generally in poor condition, or of low quality with reduced life expectancy, and trees will be significantly harmed by consented scheme (Planning Ref: 15/04106/AOP & 19/00902/ADP), thus making their retention untenable.

Replacement Planting: Recommend replacement planting to be provided in similar location, but with greater separation from existing tree groups so as to ensure adequate space for trees to reach maturity. These would consist of heavy standards of either native or naturalised species and would be planted in accordance with BS 8545:2014 Trees: from nursery to independence in the landscape

6. The new applications for Varying the Conditions of the AOP and ADP applications are, as submitted,:

6.1 **24/02614/VRC**

Variation of condition 4, 6, 7, 8, 10, 11, 12, 13, 17, and 20 attached to 24/01069/VRC (Variation of condition 16 (access) attached to 15/04106/AOP (Outline application with access to be considered and all other matters reserved for the erection of up to thirteen dwellinghouses with associated parking and amenity space provision. Construction of new vehicular access

- and closure of existing access from Moreton Road) To enable development to be commenced more expeditiously)
- 6.2 **24/02615/VRC** Variation of condition 4, 6, 7, 8, 10, 11, 12, 13, 17, and 20 attached to 24/01069/VRC (Variation of condition 16 (access) attached to 15/04106/AOP (Outline application with access to be considered and all other matters reserved for the erection of up to thirteen dwellinghouses with associated parking and amenity space provision. Construction of new vehicular access and closure of existing access from Moreton Road) To enable development to be commenced more expeditiously)
- 6.3 **24/02616/VRC** Variation of condition 1, 2, 3, 4, 5, 8 attached to 19/00902/ADP (Approval of Reserved Matters pursuant to outline permission (15/04106/AOP) for appearance, landscaping, layout and scale of a residential development of 12 dwellings)
- 6.4 **24/02617/VRC** Variation of condition 1, 2, 3, 4, 5, 8 attached to 19/00902/ADP (Approval of Reserved Matters pursuant to outline permission (15/04106/AOP) for appearance, landscaping, layout and scale of a residential development of 12 dwellings)

[applicant for all: MA Healy Ltd.]

This is not as complicated as it looks, as the applications are paired, one for the AOP conditions as varied by 24/01069/VRC, and one for the ADP conditions, and are alternative suggestions depending on the Tree Officer's decision on the existing tree application 24/02248/ATP

Applications 02615 & 02617 (assuming the retention of protected trees) and

Applications 02614 & 02616 (assuming the removal of protected trees, and substitute planting)

The two scenarios require different drawings for drainage arrangements, tree protection and landscaping/planting schemes. Examples of the planting drawings are on the last page. The drainage flow rates, permeable paving and cellular storage seem to be the same.

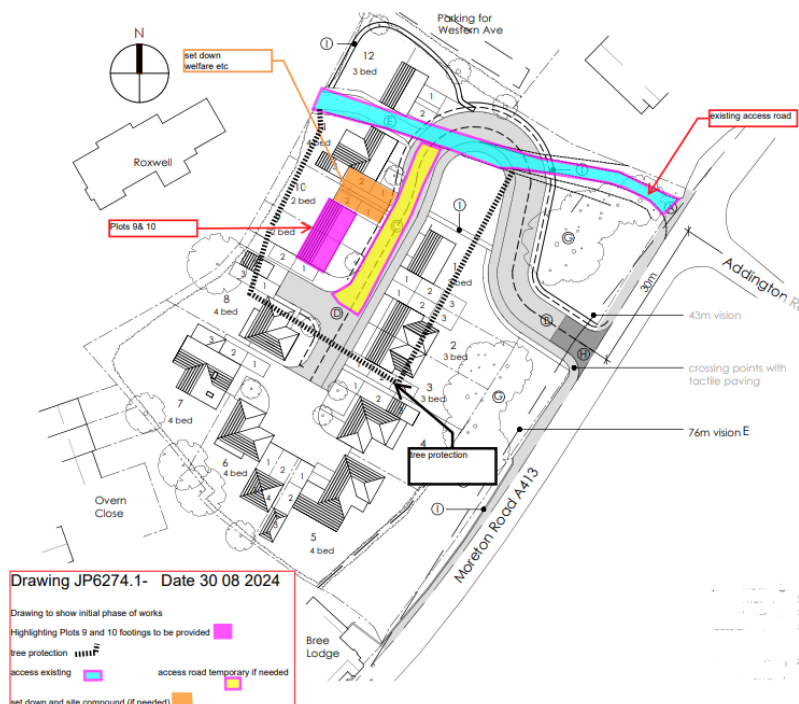
Members will find the decision sheet for 15/04106/AOP at Appendix D to this report, with the changes made to it by the previous Variation in red to avoid unnecessary duplication. Many of these are because the AVDLP was superseded by VALP in the gap between the two and the policy numbers needed updating. The decision sheet for 19/00902/ADP is at Appendix E. The conditions to be varied are highlighted in both.

The applicant's reasons for asking for the Conditions to be varied are stated thus:

Officers will be aware that in accordance with Condition 1 of approval 24/01069/VRC, development on this site must commence by 21st November 2024.

However, there are potential issues on the site with regard to the construction of some of the proposed access for the development and its impact upon protected trees.

We are conscious that it may take some time to resolve this. Therefore, it would seem apt that we seek an interim solution that would enable a limited amount of work to commence in an area of the site where trees would clearly be unaffected by initial activities- such as the digging of a foundation trench coupled with the pouring of concrete footings for some of the approved dwellings. We would suggest that the provision of foundations for Units 9 and 10 could be undertaken without having an adverse impact upon trees on the site and would be sufficient to keep the planning approval alive. There is an existing usable road which would be suitable for these purposes (the road to 'Roxwells') and temporary protective fencing could be installed (see Figure 1 below).



Discussions which took place with the Council's Tree Officer at a site meeting on 22nd August 2024 indicated that this work should be acceptable. Thus we propose this limited work as a compromise which would enable works to begin without unduly impacting any trees. The works are easily capable of being done by hand if that is necessary but also by a small machine, which can easily pass along the existing roadway.

Once these initial works have been completed, the application has been activated and cannot be timed out; work could then pause while the remaining matters are decided.

The applicant has suggested the change which could be made to each of the conditions listed, and is willing to discuss the precise wording with the Case Officer.

Pre-commencement conditions:

Condition 7 – Construction of access in relation to trees

Condition 10 – Internal finished floor levels

Condition 13 – Construction Traffic Management Plan

Condition 17 – Surface Water Drainage Scheme

We would suggest that each of these conditions could be re-worded along the lines of:

“Except for foundations being dug to plots 9 and 10 (as illustrated on Plan JP6274.1 dated 30/8/2024) no works or development shall take place until...”

The variations to the other conditions are to bring them into line with these main ones.

Comparison of Landscaping/planting plans:

24/02614/VRC (felling trees and substitute planting)



24/02615/VRC (retention of trees)



AYLESBURY VALE DISTRICT COUNCIL

Town and Country Planning Act 1990

The Town and Country Planning (General Development Orders)**15/04106/AOP AS AMENDED BY 24/01069/VRC**

Subsequent to your outline application that was valid on the **4th February 2016** and in pursuance of their powers under the above mentioned Act and Orders, the Aylesbury Vale District Council as Local Planning Authority **HEREBY PERMIT:-**

Outline application with access to be considered and all other matters reserved for the erection of up to thirteen dwellinghouses with associated parking and amenity space provision. Construction of new vehicular access and closure of existing access from Moreton Road.

AT:-

Land Adj 73 Moreton Road Buckingham Buckinghamshire

In accordance with your outline application and the plans and particulars accompanying it subject to the following conditions and reasons:-

1. Details of the appearance, landscaping, layout and scale, (herein after called "the reserved matters") shall be submitted to and approved in writing by the Local Planning Authority before any development begins and the development should be carried out as approved.
Reason: The application is for outline planning permission.
2. Application for approval of the reserved matters shall be made to the Local Planning Authority no later than eighteen months from the date of this permission.
Reason: Having regard to the contribution of the development to housing supply for the district and to enable the Council to review the suitability of the development in the light of altered circumstances and to comply with the provisions of Section 92(2) of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
3. (1) The development hereby permitted shall begin no later than one year from the date of approval of the last of the reserved matters to be approved. (21/11/23)
Reason: To prevent the accumulation of planning permissions and to enable the Council to review the suitability of the development in the light of altered circumstances and to comply with the provisions of Section 92(2) of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.
4. (2) Unless otherwise first agreed in writing by the Local Planning Authority, prior to the commencement of development, other than agreed demolition works, below ground works and foundations, no development shall take place until details of the materials proposed to be used on the surfaces of the roads, footpaths and driveways have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out using the approved materials unless otherwise first agreed in writing by the Local Planning Authority.
Reason: To ensure a satisfactory appearance to the development and to comply with policy GP35 of the Aylesbury Vale District Local Plan ~~BE2 of the Vale of Aylesbury Local Plan (2021)~~ and the National Planning Policy Framework (2023).

5. (3) Unless otherwise first agreed in writing by the Local Planning Authority, prior to the commencement of development, other than agreed demolition works, below ground works and foundations, no development shall take place until details of the materials proposed to be used on the external surfaces of the development have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out using the approved materials unless otherwise first agreed in writing by the Local Planning Authority.
Reason: To ensure a satisfactory appearance to the development and to comply with policy ~~GP35 of the Aylesbury Vale District Local Plan~~ **BE2 of the Vale of Aylesbury Local Plan (2021)** and the National Planning Policy Framework (2023).
6. (4) The details to be submitted for approval in accordance with Condition (1) shall include full details of soft landscape works which shall have been submitted to and approved in writing by the Local Planning Authority. These details shall include new trees and trees to be retained showing their species, spread and maturity, planting plans; written specifications (including cultivation and other operations associated with plant and grass establishment); schedules of plants, noting species, plant sizes and proposed numbers/densities. These works shall be carried out as approved prior to the first occupation of the dwelling to which it relates or the completion of the development whichever is the sooner.
 The details approved under drawing no. QD742_201 Rev H 'Detailed Landscape Proposals' prepared by Quartet Design under application Ref. 19/00902/ADP for soft landscape works shall be carried out prior to the first occupation of the dwelling to which it relates or the completion of the development whichever is the sooner.
Reason: To ensure a satisfactory appearance to the development and having regard to biodiversity and to comply with policies DHE1, DHE2 and DHE5 of the Buckingham Neighbourhood Development Plan, policies ~~GP35 and GP38 of Aylesbury Vale District Local Plan~~ **BE2, NE4 and I1 of Vale of Aylesbury Local Plan (2021)** and the National Planning Policy Framework, ODPM 05/2006, The Conservation of Habitats and Species Regulations 2010 and the Wildlife and Countryside Act 1981 (as amended).
7. (5) Any tree or shrub which forms part of the approved landscaping scheme which within a period of five years from planting fails to become established, becomes seriously damaged or diseased, dies or for any reason is removed shall be replaced in the next planting season by a tree or shrub of a species, size and maturity to be approved by the Local Planning Authority.
Reason: To ensure a satisfactory appearance to the development and to comply with policy DHE1 of the Buckingham Neighbourhood Development Plan, with policies ~~GP35 and GP38 of Aylesbury Vale District Local Plan~~ **BE2, NE4, NE8 and I1 of Vale of Aylesbury Local Plan (2021)** and the National Planning Policy Framework.
8. (6) The development shall not be commenced until or unless the trees shown for retention on the approved plan No.35.04.02 (Tree Protection Plan) have been protected in accordance with the details set out in the Arboricultural Survey, Impact Assessment and Method Statement of Tree King Consulting dated September 2015 of planning Ref. 15/04106/AOP.
 The area surrounding each tree/hedge within the approved protective fencing shall remain undisturbed during the course of the works, and in particular in these areas:
1. There shall be no changes in ground levels;
 2. No materials or plant shall be stored;
 3. No buildings or temporary buildings shall be erected or stationed unless these are elements of the agree tree protection plan.
 4. No materials or waste shall be burnt nor within 20 metres of any retained tree; and
 5. No drain runs or other trenches shall be dug or otherwise created, without the prior written consent of the Local Planning Authority.
- Reason: In order to minimise damage to the trees during building operations and to comply with policies DHE1, DHE2 and DHE5 of the Buckingham Neighbourhood Development Plan, with policy ~~GP38 of the Aylesbury Vale District Local Plan~~ **I1, NE4 and NE8 of the Vale of Aylesbury Local Plan (2021)** and to accord with the National Planning Policy Framework.

9. (7) No development shall take place until details of how the access will be constructed in relation to the retained trees has been submitted to and approved in writing by the Local Planning Authority. Thereafter the development shall be carried out in accordance with the approved details unless otherwise first agreed in writing by the Local Planning Authority.
Reason: In order to minimise damage to the trees during building operations and to comply with policy DHE1 of the Buckingham Neighbourhood Development Plan, with policy GP38 of the Aylesbury Vale District Local Plan I1, NE4 and NE8 of the Vale of Aylesbury Local Plan (2021) and to accord with the National Planning Policy Framework.
10. (8) ~~The details to be submitted for approval in writing by the Local Planning Authority in accordance with Condition (1) above shall include details of all screen and boundary walls, fences and any other means of enclosure. The development shall thereafter only be carried out in accordance with the approved details and the buildings hereby approved shall not be occupied until the details have been fully implemented.~~
 The development shall be carried out as per the details approved under drawing no. QD742_201 Rev H 'Detailed Landscape Proposals' prepared by Quartet Design of application Ref. 19/00902/ADP for means of enclosure and the buildings hereby approved shall not be occupied until the details have been fully implemented.
Reason: To ensure that the details and appearance of the development are acceptable to the Local Planning Authority and having regard to biodiversity and to comply with policy DHE2 of the Buckingham Neighbourhood Development Plan, policies GP8 and GP35 of the Aylesbury Vale District Local Plan BE3 and BE2 of the Vale of Aylesbury Local Plan (2021) and the National Planning Policy Framework, ODPM 05/2006, The Conservation of Habitats and Species Regulations 2010 and the Wildlife and Countryside Act 1981 (as amended).
11. (9) ~~The details to be submitted for approval in writing by the Local Planning Authority in accordance with Condition (1) above shall include a foul water drainage scheme for the site. The development shall proceed in accordance with the approved details and n~~ The development shall proceed in accordance with the 'proposed drainage strategy' drawing no. 3339-MORE-ICS-01-XX-DR-C-001-S2-P3 as approved under application Ref. 19/00902/ADP for foul water drainage. No dwelling shall be occupied until the approved foul drainage serving that dwelling has been implemented as approved.
Reason: To ensure that adequate foul drainage is provided and to accord with the NPPF and policy I5 of the Buckingham Neighbourhood Development Plan.
12. (10) Unless otherwise first agreed in writing by the Local Planning Authority, no development shall take place until details of the internal finished floor levels of the dwellings hereby permitted in relation to the existing and finished ground levels have been submitted to and approved in writing by the Local Planning Authority, with reference to a fixed datum point. The development shall be constructed in accordance with the approved details.
Reason: To ensure a satisfactory form of development and to comply with policies GP8 and GP35 of the Aylesbury Vale District Local Plan BE3 and BE2 of the Vale of Aylesbury Local Plan (2021) and the National Planning Policy Framework.
13. (11) The development shall be carried out in accordance with the Phase 1 Habitat Survey Report from Windrush Ecology dated February 2016 under application Ref. 15/04106/AOP and Ecological Enhancement Plan prepared by Quartet Design, dated July 2023 and drawing no. QD742_201 Rev H 'Detailed Landscape Proposals' prepared by Quartet Design of application Ref. 19/00902/ADP and retained thereafter. In addition as part of the reserved matters scheme further detail shall be submitted regarding the provision of bat and swift boxes. Thereafter the development shall proceed in accordance with the approved details and retained as such.
Reason: Having regard to the biodiversity of the site and to comply with the NPPF, ODPM 05/2006, The Conservation of Habitats and Species Regulations 2010 and the Wildlife and Countryside Act 1981 (as amended) and policy DHE2 of the Buckingham Neighbourhood Development Plan.

14. (12) The details to be submitted for the approval of the Local Planning Authority in accordance with Condition (1) shall include a scheme for parking, garaging and manoeuvring in accordance with the Local Planning Authority's "Car Parking Standards". The approved scheme shall be implemented. A scheme for parking, garaging and manoeuvring as approved under application Ref. 19/00902/ADP, drawing nos. 1532 02 Rev F 'Proposed Site Plan', QD742_201 Rev H 'Detailed Landscape Proposals' and Elevational drawings as approved under application Ref. 19/00902/ADP shall be implemented and made available for use before the dwelling to which the parking and manoeuvring relates to is occupied and that area shall not be used for any other purpose.
Reason: To enable vehicles to draw off, park and turn clear of the highway to minimise danger, obstruction and inconvenience to users of the adjoining highway and to comply with Policy GP24 of the Aylesbury Vale District Local Plan T6 of the Vale of Aylesbury Local Plan (2021) and the National Planning Policy Framework.
15. (13) Prior to the commencement of development a Construction Traffic Management Plan shall be submitted to and approved in writing by the Local Planning Authority. Thereafter the Construction Traffic Management Plan shall be implemented as approved unless otherwise first agreed in writing by the Local Planning Authority. Details to be included:
- Provision made to accommodate all site operatives', visitors' and construction vehicles loading, off-loading, parking and turning within the site during the construction period
- Provision made for site compound
- Provision made for storage of materials
- Adequate precautions to be taken during the construction period to prevent the deposit of mud and similar debris on the adjacent public highways.
Reason: To minimise danger and inconvenience to highway users and to accord with the NPPF.
16. (14) Prior to the commencement of development the new means of access and footway on Moreton Road shall be designed and constructed in accordance with details to be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter proceed in accordance with the approved details. For the avoidance of doubt the highway works shall be secured through a S278 agreement of the Highways Act 1980.
Reason: In order to minimise danger, obstruction and inconvenience to users of the highway and of the development and to comply with the National Planning Policy Framework.
17. (15) Within one month of the new access being brought into use all other existing access points not incorporated in the development hereby permitted shall be stopped up by raising the existing dropped kerb or removing the existing bellmouth and reinstating the footway and highway boundary to the same line, level and detail as the adjoining footway and highway boundary. For the avoidance of doubt the applicants will be required to enter into a S184 Agreement with the Highway Authority in order to comply with the requirements of this condition.
Reason: To limit the number of access points along the site boundary for the safety and convenience of the highway user and to accord with the NPPF.
18. (16) No part of the development shall be occupied until an area has been laid out within the site for vehicles to turn in accordance with details to be subsequently approved and that area shall not thereafter be used for any other purpose.
Reason: To enable vehicles to draw off and turn clear of the highway thereby avoiding the need to reverse onto the public highway and to accord with the NPPF.
19. (17) Unless otherwise first agreed in writing by the Local Planning Authority, no development shall take place until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydro-geological context of the development, has been submitted to and approved in writing by the local planning authority. The scheme shall subsequently be implemented in accordance with the approved details before

the development is completed. Unless otherwise agreed by the Local Planning Authority, the scheme shall also include:

- An investigation of the possible inclusion of source control methods onsite including (but not limited to) green roofs, permeable paving, filter drains, bio retention areas and swales. Justification must be provided for the exclusion of any SuDS components
- Demonstrate that water quality, ecological and amenity benefits have been considered
- Ground investigations including infiltration rate tests in accordance with BRE Digest 365 and groundwater levels
- Existing and proposed discharge rates and volumes
- Subject to infiltration being unviable, the applicant shall demonstrate that an alternative means of surface water disposal is practicable subject to the drainage hierarchy listed in the National Planning Policy Guidance.
- Detailed drainage layout with pipe numbers, gradients and pipe sizes complete, together with storage volumes of all SuDS components
- SuDS components agreed in the outline application
- Full construction details of all SuDS and drainage components
- Calculations to demonstrate that the proposed drainage system can contain up to the 1 in 30 storm event without flooding. Any onsite flooding between the 1 in 30 and the 1 in 100 plus climate change storm event should be safely contained on site.
- Details of proposed overland flood flow routes in the event of system exceedance or failure, with demonstration that such flows can be appropriately managed on site without increasing flood risk to occupants, or to adjacent or downstream sites.
- Flow depth
- Flow volume
- Flow velocity
- Flow direction

Reason: To ensure that a sustainable drainage strategy has been agreed prior to construction in order to ensure that there is a satisfactory solution to managing flood risk and to accord with the NPPF and policy I3 of the Buckingham Neighbourhood Development Plan.

20. (18) Unless otherwise first agreed in writing by the Local Planning Authority, prior to the commencement of development, other than agreed demolition works, below ground works and foundations, no development shall take place until a whole life maintenance plan for the surface water drainage of the site has been submitted to and approved in writing by the Local Planning Authority. The plan should set out how and when to maintain the full drainage system (e.g. a maintenance schedule for each drainage/SuDS component) following construction with details of who is to be responsible for the maintenance. The plan shall subsequently be implemented in accordance with the approved details and thereafter retained as such unless otherwise first approved in writing by the Local Planning Authority.

Reason: To ensure that maintenance arrangements have been arranged and agreed that might otherwise be left unaccounted for and to ensure that there is a satisfactory solution to managing flood risk and to accord with the NPPF and policy I3 of the Buckingham Neighbourhood Development Plan.

21. (19) The dwellings on the site shall be no higher than two storeys.

Reason: Having regard to the levels on the site and proximity of neighbouring development and to accord with policy GP35 of the Aylesbury Vale District Local Plan BE2 of the Aylesbury Vale District Local Plan (2021) and with the NPPF.

22. (20) No other part of the development shall begin until visibility splays have been provided on both sides of the access between a point 2.4 metres along the centre line of the access measured from the edge of the carriageway and a point 43 metres along the edge of the carriageway measured from the intersection of the centre line of the access. The area contained within the splays shall be kept free of any obstruction exceeding 0.6 metres in height above the nearside channel level of the carriageway.

Reason: To provide adequate intervisibility between the access and the existing public highway for the safety and convenience of users of the highway and of the access and to accord with the NPPF.

[REDACTED]
For and on behalf of the District Council
19th September 2017

Informative(s)

1 The applicant/developer is reminded that nothing herein contained shall be deemed to effect or vary the conditions imposed on outline permission Ref. no. 15/04106/AOP which shall continue in full force and effect, save insofar as they are expressly varied by any conditions imposed. In addition, you are advised that Planning Obligations have been entered into in connection with the outline consent shall apply and take effect and be read and constructed accordingly.

[REDACTED]
Service Director Planning and Environment
On behalf of the Council 2nd July 2024

BUCKINGHAMSHIRE COUNCIL

Town and Country Planning Act 1990

The Town and Country Planning (General Development Orders)

19/00902/ADP

Subsequent to your application that was valid on the **14th March 2019** and in pursuance of their powers under the above mentioned Act and Orders, Buckinghamshire Council as Local Planning Authority **HEREBY GRANT APPROVAL** to the access, appearance, landscaping and scale to:-

Approval of Reserved Matters pursuant to outline permission (15/04106/AOP) for appearance, landscaping, layout and scale of a residential development of 12 dwellings.
(outline application was not an EIA application)

AT:- Land Adj 73 Moreton Road Buckingham Buckinghamshire

Subject to the following conditions and reasons:

1. The development hereby permitted shall be carried out in accordance with the following approved plans and documents: ·
(THERE FOLLOWS A LONG LIST OF DRAWINGS, INCLUDING LATEST REVISION STAGE AND DATE OF SUBMISSION)
and in accordance with any other conditions imposed by this planning permission.
Reason: For the avoidance of doubt and to ensure that the details of the development are acceptable to the Local Planning Authority and to comply with the National Planning Policy Framework.
2. The development shall be implemented in accordance with biodiversity enhancement measures set out within the Ecological Enhancement Plan prepared by Quartet Design, received on 31st July 2023, to be read in conjunction with the accompanying detailed landscape proposals QD742_201 Rev H received by the Council on 17th November 2023. The biodiversity enhancement features shall be retained as such thereafter.
Reason: To accord with Condition 13 of outline permission reference 15/04106/AOP and to achieve a net gain in biodiversity through ecological enhancements in line with policy NE1 of the Vale of Aylesbury Local Plan 2021 and DHE5 of the Buckingham Neighbourhood Plan.
3. Drawing 3339-MORE-ICS-01-XX-DR-C-001-S2-P3 'Proposed Drainage Strategy' received by the Council on 14th July 2023 is hereby approved in so far as the details relating to foul water drainage only. The development shall be carried out in accordance with the details shown on this drawing relating to foul water drainage only. The foul water drainage scheme as shown on this approved drawing shall be constructed in full prior to any development about slab level.
Reason: The drawing is considered to show an acceptable foul water drainage strategy which will prevent both environmental and amenity problems arising from flooding caused by insufficient or inadequate foul water drainage, to accord with policies I4 and I5 of the Vale of Aylesbury Local Plan 2021. However, the surface water drainage details shown on that drawing are not acceptable, and there are outstanding objections from the Lead Local Flood Authority. Conditions 19 and 20 of the outline permission, concerning surface water drainage, remain outstanding and will require discharging in order to implement the permission in lawful compliance with the outline permission.
4. Drawing 411:001 Rev P5 'Road Engineering Layout' received by the Council on 14th July 2023 is hereby approved in so far as the details relating to the engineering layout in respect of the access junction between the site and Moreton Road only. The development shall be carried out in accordance with the details shown on this drawing relating to the details relating to the

access between the site and Moreton Road only. The access between the site and Moreton Road shall be constructed in full and laid out as per the approved drawing prior to the occupation of any dwelling hereby approved.

Reason: The drawing is considered to show an acceptable layout and detail for the access between the site and Moreton Road, which will secure a safe means of both pedestrians and vehicles accessing the site, in accordance with policies T1, T4 and T5 of the Vale of Aylesbury Local Plan 2021. However, the drawing does not show details relating to the extent of the footpath proposed along Moreton Road (required by Condition 16 of the outline permission). Condition 16 of the outline permission remains outstanding and will require discharging in order to implement the permission in lawful compliance with the outline permission.

5. Details of the construction, including elevations and samples of the brickwork, of the proposed brick wall to be built around the curtilage of Plot 1 as shown on approved drawing QD742_201 Rev H 'Detailed Landscape Proposals' prepared by Quartet Design and received by the Council on 17th November 2023, shall be submitted to and approved in writing by the Local Planning Authority prior to development above slab level of the dwelling at Plot 1. The development shall thereafter be carried out in accordance with the approved details, and the wall shall be in place prior to first occupation of the dwelling at Plot 1 and shall thereafter be retained as such in perpetuity.
Reason: To ensure that the new works are sympathetic to the conservation area and historic built form in the vicinity of the site, to accord with Policy BE2 of the VALP and Sections 12 of the NPPF.
6. Notwithstanding the submitted details, further details of the construction, including sections, of the proposed windows and doors and their surrounds (i.e. lintels/headers & cills), rainwater goods, eaves and verges details at a scale of no less than 1:5 shall be submitted to and approved in writing by the Local Planning Authority prior to commencement of that work. The details shall include the proposed finishes of these elements. The development shall be carried out in accordance with the approved details.
Reason: To ensure that the new works are sympathetic to the conservation area and historic built form in the vicinity of the site, to accord with Policy BE2 of the VALP and Sections 12 of the NPPF.
7. Prior to any dwellinghouse hereby approved proceeding above slab level, details of covered and secure cycle parking for each plot, suitable for at least one bicycle, shall be submitted to and approved in writing by the Local Planning Authority. The approved cycle parking shall be made available for use before the dwelling to which it relates is occupied and shall be retained as such in perpetuity and shall not be used for any other purpose.
Reason: To provide secure, covered cycle storage in the interest of promoting the use of sustainable travel to and from the development in accordance with Policy T1, T5 and T7 of the Vale of Aylesbury Local Plan and to accord with the National Planning Policy Framework.
8. Prior to the first occupation of any dwellinghouse hereby permitted, a minimum of one electric vehicle charging point shall have been installed per dwelling which shall thereafter be provided prior to first occupation of the dwelling to which it relates. The electric vehicle charging point shall thereafter be retained and maintained to a usable standard in accordance with the manufacturer's recommendations for the lifetime of the development.
Reason: To promote the use of sustainable modes of transport, to ensure adequate provision is made for electric vehicles and to accord with the NPPF and policies T6 and T8 of the Vale of Aylesbury Local Plan 2021.
9. Prior to any dwelling hereby approved progressing above slab level, details of refuse storage facilities for every plot shall be submitted to and approved in writing by the Local Planning Authority. The refuse storage facilities shall thereafter be provided prior to first occupation of the dwelling to which it relates in accordance with the approved details and retained as such for the lifetime of the development.

Reason: To ensure the development contains sufficient infrastructure provision for the safe and secure storage of waste and recycling which minimises its visual impact, impact upon the residential amenities of future occupiers of the development and safeguards the setting of the adjacent listed building in accordance with Policies BE2, BE3 and S5 of the Vale of Aylesbury Local Plan 2021 and advice in the NPPF.

10. Prior to any development above slab level of the development hereby approved, an energy statement shall be submitted to and approved in writing by the Local Planning Authority. The energy statement shall detail the ways in which the development will achieve greater efficiency in the use of natural resources, including measures to minimise energy use, improve water efficiency and promote waste minimisation and recycling. It shall also illustrate how the proposed development incorporates the following energy hierarchy: · reducing energy use, in particular by the use of sustainable design and construction measures; · supplying energy efficiently and giving priority to decentralised energy supply; · making use of renewable energy; and · making use of allowable solutions. The development shall thereafter be implemented in accordance with the approved energy statement.
Reason: To comply with the requirement to achieve greater energy efficiency through the lifetime of the development in accordance with Policy C3 of the Vale of Aylesbury Local Plan (2021), Section's 2, 12 and 14 of the National Planning Policy Framework (2021) and Sections I2, R1 and R2 of the National Design Guide (2021).
11. The two first-floor windows on the south-western elevation of Plot 7, serving 'bed 3' and 'bed 4' respectively, shall be obscurely glazed, using manufactured obscure glass, (not an applied adhesive film) before the dwelling at Plot 7 is first occupied and shall be permanently retained as such thereafter. The windows shall also be non-opening, unless the entirety of the rooflight is more than 1.7m above the floor of the room in which it is installed, and shall be permanently retained as such thereafter in perpetuity.
Reason: To safeguard the amenities of future occupiers of properties within Overn Close to the west, in accordance with policy BE3 of the Vale of Aylesbury Local Plan 2021.
12. The dwellings hereby permitted shall be built and fitted out so as not to exceed the optional water consumption standard of 110 litres per person per day, as set out in Approved Document G of the Building Regulations 2010 (as amended).
Reason: To promote sustainability in water use in accordance with Policy I5 of the Vale of Aylesbury Local Plan 2021, and the National Planning Policy Framework.
13. Notwithstanding the provisions of Classes A-D inclusive of Part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any order revoking or re-enacting or amending that order) no enlargement, alteration or improvement of any dwellinghouse hereby permitted shall be undertaken, including the insertion of any windows into any elevation of any of the dwellings without the express grant of planning permission by the Local Planning Authority first being obtained.
Reason: Taking into account the density of the site, the relationship between the dwellings proposed within the site, and the proximity of development to neighbouring properties, on land which is elevated above Moreton Road, it is considered to be in the public interest to ensure the merits of future proposals can be assessed by the Local Planning Authority so that visual and residential amenity is conserved and to accord with policy BE2 and BE3 of the Vale of Aylesbury Local Plan 2021 and Section 12 of the National Planning Policy Framework.
14. Notwithstanding the provisions of Class A of Part 2, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any order revoking or re-enacting or amending that order) no additional gates, fences, walls or other means of enclosure (other than any approved on drawings listed by Condition 2 of this permission, or approved by Condition 4 of this permission) shall be erected, constructed or placed in any location in front of the front wall of any dwellinghouse (including garages) hereby approved without the express grant of planning permission by the Local Planning Authority first being obtained.

Reason: The subdivision/delineation of the site's frontage with hard boundary treatments such as close-boarded fences would be incompatible with the set-back, open frontages which are being proposed, together with soft landscaping, to provide a green, pleasant street scene. The condition is necessary to safeguard the visual amenities of the area in accordance with Policy BE2 of the Vale of Aylesbury Local Plan 2021 and Section 12 of the NPPF.

Informative(s)

1. It is noted that Condition 12 on the Outline permission controls the site's levels, and requires the submission of details prior to any works commencing. The internal finished floor levels of the dwellings hereby permitted in relation to the existing and proposed levels of the site and the surrounding land can accord with approved drawing 411:006 Rev P3 'Indicative Levels and Site Cross Sections Plan', and accompanying drawings 411:007 Rev P2 'Indicative Site Cross Sections Sheet 1 of 2' and 411:008 Rev P2 'Indicative Site Cross Sections Sheet 2 of 2' all received on 14th July 2023. Therefore, these drawings should be submitted to discharge condition 12 of the Outline permission. Nothing herein contained shall be deemed to effect or vary the conditions imposed on outline permission no. which shall continue in full force and effect, save insofar as they are expressly varied by any conditions imposed hereby.


Service Director
Planning and Environment
On behalf of the Council 21st November 2023

Buckingham Twinning Association are seeking agreement from Buckingham Town Council to move to full twinning status between Buckingham and Valmadrera, Italy.

History:

- Buckingham Council approved Friendship Agreement status in November 2022. The mayors of Buckingham and Valmadrera both signed the Agreement.
- Zoom meetings to discuss potential exchanges and meeting of groups ensued.
- A delegation was invited to Valmadrera in April 2024 to stay in host families, and to attend meetings with their Tennis Club; the Time Bank (similar to U3A); a Technical School; an Adult Education facility; an Art Group; sports groups, with visits to local industry.
 - Delegates gave a presentation about Buckingham at the opening of a new Community Centre.
 - Discussions were held about the way forward, and it became clear that, in order for our friendship link to be recognised by the authorities in Italy, we would need to have a formal Twinning Agreement.

Links already in action:

- Valmadrera Tennis club took part in Buckingham's international tennis tournament in May 2024 and are preparing to invite Buckingham Tennis Club for a return tournament in 2025.
- Subsequent to discussions with BAFA, the Valmadrera Art Group has been invited to submit some works of art to the November Exhibition in Buckingham, and further, to offer a demonstration of a particular art technique that we saw there, via Zoom, in early 2025.
- Talks have already been initiated with Buckingham School, as the Technical School in Valmadrera is eager for a link with an English school. They offer a technical curriculum and have a very diverse student population with many special needs catered for.
- There are sports clubs in Valmadrera for young people, including football, tennis and mountain sports, who are eager for connections with the UK. Moretonville in Buckingham are also eager for links with all our twin towns.
- Buckingham currently has a strong musical link with its German twin town, and there is potential for links with bands and choirs in Valmadrera, who have already exchanged with their German twin town in the past, and would welcome a link with Buckingham.

Benefits of formal Twinning status with Valmadrera

- Valmadrera is located in a beautiful area of the province of Lombardy, on Lake Como, in the Italian pre-Alps, with an existing tradition of twinning with towns in Germany and in France.
- Full twinning could give access to sources of funding in Italy, which would directly benefit, in particular, young people from Buckingham when they visit Valmadrera.
- A chance for citizens of Buckingham to expand their cultural knowledge by exchanging with those with similar interests in Italy
- Potential to promote language learning and cultural exchange in our local schools and in the wider community.
- A way of promoting Buckingham abroad, with an opportunity for local businesses to promote themselves with a potential for future trade. Like Buckingham, Valmadrera is close to the venue for the Italian Grand Prix and has companies in trades related to that industry.

What will it cost the Town Council?

- Not a lot!
- The cost of drawing up the documents
- A formal meeting to sign the Agreement with a small delegation to be hosted by Twinning members, but not requiring a massive Civic Event, (indeed, there may be potential for collaboration with the technical school in Valmadrera to provide catering, which they did in their German twin town as a way of practicing their skills – a Civic lunch with a difference!)
- Buckingham Town Council may wish to add Valmadrera to the Welcome to Buckingham signs at a future date
- Any outlay should be returned by increased tourism and potential trade in Buckingham, and not least by cultural investment in the people of Buckingham, both young and old.



BUCKINGHAM YOUTH CLUBS LTD.	
01/09/2023-31/07/2024	
<u>EXPENDITURE</u>	
STAFF COSTS	9545.68
STAFF TRAINING	0.00
BROADBAND/PHONE	867.08
SNACK BAR	315.41
EQUIPMENT	328.99
STATIONERY/POSTAGE	0.00
DONATIONS/PROJECTS	142.00
MISC (inc BBQ)	512.05
TRIPS	368.00
INSURANCE	989.99
BLDG COSTS	33978.27
YOUTH CAFÉ	900.41
	47947.88
<u>INCOME</u>	
SNACK BAR	290.26
SUBS	208.70
RENT	16,218.25
TRIPS	0.00
DONATIONS/GRANTS	18,573.00
MISC	352.00
YOUTH CAFÉ	199.73
TOTAL	35841.94
BALANCE: INCOME/EXPENDITURE TO DATE	-12105.94
CURRENT ACCOUNT as at 31.08.2023	21679.96
DEPOSIT ACCOUNT as at 31.08.2023	32130.49
CASH as at 31.08.2023	208.23
ACCOUNTS AS AT 31.08.2023 B/F	54018.68
UNCLEARED PAYMENTS AT 31.08.2022	0.00
ACCOUNTS INTEREST SINCE 31.08.2023	430.19
CURRENT ASSETS	42342.93

CURRENT ACCOUNT as at 31.07.2024	9666.66
DEPOSIT ACCOUNT as at 31.07.2024	32560.68
CASH as at 31.07.2024	115.59
CURRENT ACCOUNTS	
Total in Bank as at Year ending 31.08.2023	
Account No. 85616184	21679.96
Account No. 85601276	32130.49
Total in Cash Box as at Year ending 31.08.2023	208.23
Total B/F year end	54018.68

Buckingham Town Council
Full Council Committee
Monday 16th September 2024

Contact Officer: Town Clerk

Remembrance Wreath

1. Recommendations

- 1.1. It is recommended that Members agree that the Mayor will lay the part-plastic Royal British Legion wreath on Remembrance Sunday 2024 but Buckingham Town Council will continue to encourage the RBL to adopt a non-plastic alternative.

2. Background

- 2.1. This is being discussed following the agreement of Cllr. Harvey's amended Motion to Full Council, 11th September 2023 (264/23):

In line with our environmental policy to reduce plastic waste and single use plastic wherever possible, this Council seeks to work with the local British Legion (in line with the emerging national practice) and all those who regularly lay (plastic) wreaths on the war memorial on Armistice Sunday, to explore options to use non-plastic alternatives for the next year. The Town Council will review what options are found by local organisations with an intention to steadily seek to reduce the use of plastic in forthcoming years to zero.

3. The Royal British Legion

- 3.1. The Royal British Legion (RBL) are a charity who raise money to support serving and former service personnel and their families. Much of this money comes from the sale of poppies and wreaths in the run up to Remembrance Sunday.
- 3.2. The RBL do not currently have a plastic free option. When engaged by officers they stated that:

“RBL have made efforts to reduce their environmental impact and continue to do so.

The RBL is committed to reducing the amount of single use plastic associated with our Poppy Appeal and Remembrance products and we are continually looking at ways to reduce the environmental impact of our Remembrance activity.

In recent years we have implemented changes that will remove over eight million items of single use plastic from our merchandise range, and in 2022 we have introduced a new Remembrance wreath that has the plastic

leaf removed and a new weather-proof fibreboard wreath card to replace the plastic-coated card currently in use.

Work is also ongoing with our suppliers and relevant experts to produce a new poppy and a wreath that have minimal impact on the environment”.

3.3. The RBL own the licence to the use of the poppy in the context of remembrance.

4. Evaluation

4.1. It is possible to engage a local supplier to supply a custom ‘natural wreath’.

4.2. The advantages and disadvantages of using a local option.

Advantages

- BTC could use a local florist
- Ecologically sensitive
- Naturally compostable

Disadvantages

- The purchase cost would not go towards the RBL’s fundraising and could be interpreted as encouraging other organisations to abandon the RBL wreath.
- BTC would not be able to use poppies due to licence protections.
- Questionable longevity over a full winter.
- Potential to look unprofessional and impact on the dignity of the Mayor at a prominent occasion.
- A nontraditional design could cause offence on a very emotive subject.
- Potential to distract from the significance of Remembrance Sunday.

Minute No.	Action	Action Required	Update	Deadline
512/19	Climate Emergency Action Plan	The Climate Emergency Action Plan to be reviewed yearly by Full Council, with previously rejected suggestions reviewed and new suggestions added.	Completed for this year.	May-24
386.2/21	Public Health Meeting to discuss healthcare provision in Buckingham	Members AGREED to leave it on the action list and review it at an appropriate time.	Ongoing	Open
632/21	Two-part approach and arts and cultural centre funding	<p>1.1 It is recommended that from now onwards the Council takes a two-part approach to all large new developments, of providing a response to the planning applications, but also providing a S106 request in detail at the earliest possible stage, making it clear that this in no way detracts from any overall opposition to a development.</p> <p>1.2 The Council requests that the Sport and Leisure contributions for both Osier Way and Moreton Road requests are allocated towards the cost of providing an arts and cultural venue in Buckingham.</p> <p>Members agreed unanimously ACTION TOWN CLERK</p>	Requests submitted. With BNDP	Ongoing
395	Consultation on future development - Motion by Cllr. Stuchbury.	That Buckingham Town Council seeks an early meeting with the appropriate Buckinghamshire Council officers to obtain the maximum amount of information relating to future development plans for Buckingham. Key areas include, but are not limited to, housing numbers, highways development infrastructure and education provision as they relate to the revised Buckingham Neighbourhood Plan. Any such plan needs to be drafted in a robust and legal manner, thus recognising and being capable of informing future decisions by Buckingham Town Council.	With BNDP.	Ongoing
454/22	St. Rumbold's Field green spaces	<p>It is recommended that members agree that the adoption is dependent on:</p> <p>a) The completion of all required elements to a sufficient standard, including footpaths, street furniture, planting as per the agreed plans (to be confirmed by BTC officers following legal advice).</p> <p>b) The public right of way crossing St. Rumbold's Park is completed and open to the public and access to Gawcott Road is resolved.</p> <p>c) Means of vehicular access to St. Rumbold's Park is provided from either Penda Road or Oswald Way.</p> <p>It is recommended that Members agree to take specialist legal advice with the costs to come from the commuted sum.</p> <p>It is recommended that Members agree to allow the Town Clerk to negotiate on the Town Council's behalf but not to accept a commuted sum. AGREED unanimously.</p>	With our legal team who are completeing due dilligence. The developer's legal team have been chased.	Ongoing

Minute No.	Action	Action Required	Update	Deadline
557	Motion - Cllr. Stutchbury	Cllr. Stuchbury - that we should write, at the appropriate time, to King Charles and invite him to visit Buckingham. Seconded by Cllr. Mahi and unanimously AGREED.	Councillor invitations sent. Date being arranged with the Lieutenancy.	Paused
258/23	Invitation to the King to visit Buckingham	Recommendations AGREED: It is recommended that Members agree to establish a single meeting working group to compose an invitation to King Charles. It is recommended to invite an expert from the Lieutenancy to address the working group to offer advice and the latest guidance from the palace.		
720	Motion - Cllr. Stuchbury	Motion: It is proposed that Buckingham Town Council includes within its local neighbourhood plan, draft policies to cover a health provision contribution in any S106, CIL, SIL or similar agreement in all future developments. Considering the historical experience in respect of contributions from developments within the parish of Buckingham not being forthcoming, we would expect any property development site in Buckingham of X houses to include a contribution to Buckingham Primary care (including dental and community services), thus mitigating the additional burden imposed on primary healthcare by the additional residents created by any such developments. It is envisaged the addition of this policy to the Buckingham neighbourhood development plan, would allow a close collaborative working arrangement with Buckinghamshire Council, NHS England and the relevant parts of the NHS that work locally and regionally, to ensure this takes place .Importantly, it should be the case that such funds can be accrued, avoiding a piecemeal scenario, so necessary finance is available and in place, to meet the community's health needs and provision in the future.	With BNDP	ongoing
379/23	Cemetery consultation and resolution	Cllr. Stuchbury Proposed that we ask Officers to write a summary of the main hurdles in reaching this conclusion. Seconded by Cllr. Willett. Members unanimously AGREED	Will be completed at the appropriate time	Ongoing
465/23		The Town Clerk suggested that a report is brought to the next meeting with three options which will show officer time requirements. Members unanimously AGREED.		
18/24	Motion: Cllr. Ralph	Motion passed - to write jointly, with Winslow Town Council, to Martin Tett regarding concerns over the deteriorating levels of service in planning issues.	Superseded.	
104/24	Moreton Road P3	A confidential motion was AGREED.	Negotiations underway. Meeting planned	
145/24	Motion: Cllr. H. Mordue	Buckingham Town Council makes a formal request of Buckinghamshire Council to pursue a process whereby the land off March Edge is registered as common land under Section 15(1) application under the Commons Act 2006.	In progress	
147/24	Library Flex	Members AGREED the recommendation to form a single meeting working group to write the Town Council's formal response to the consultation.	Committee has met. Town Clerk finalising research	