



Buckingham Town Council

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

office@buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

ENVIRONMENT
COMMITTEE

Wednesday, 02 October 2024

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 7th October 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 the minutes of the Environment Committee meeting held on 29th July 2024.

[Copy previously circulated](#)

4. Budgets

To receive the latest figures.

[Appendix A](#)

5. Motion: Cllr. Harvey

"This committee agrees to create a Town Centre Seating Strategy - to take stock of existing provision and to consider how best to improve the availability of public benches (etc.) where there is need and demand"



Twinned with Mouvaux, France;

Neukirchen-Vluyn, Germany



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

6. Bourton Park Footbridge update

To receive a verbal update from the Estates Manager regarding the footbridge in Bourton Park.

7. Biodiversity Policy

To receive a report from the Estates Manager and Estates Administrator.

[E/74/24
Appendix B](#)

8. Compliments and Complaints Log

To receive the compliments and complaints log.

[Appendix C](#)

9. Action report

To receive the report and note the updated information.

[Appendix D](#)

10. News releases

11. Chair's announcements

12. Date of next meeting: Monday 25th November 2024.

To Committee Members:

Cllr. F. Davies	Chair
Cllr. L. Draper	Vice Chair
Cllr. M. Gateley	
Cllr. J. Harvey	
Cllr. A. Mahi	
Cllr. L. O'Donoghue	
Cllr. A. Ralph	
Cllr. A. Schaefer	Town Mayor
Cllr. R. Stuchbury	

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<u>ENVIRONMENT</u>								
<u>201 Environment EXPENDITURE</u>								
3995 NI Environment	10,552	22,249	11,697		11,697	47.4%		
3996 Pensions ERS Environment	27,351	61,577	34,226		34,226	44.4%		
4004 Salaries environment	115,297	250,670	135,373		135,373	46.0%		
<u>202 Roundabouts INCOME</u>								
1051 Roundabout no. 1	2,805	2,805	0			100.0%		
1052 Roundabout no. 2	1,495	1,495	0			100.0%		
1053 Roundabout no. 3	2,454	2,454	0			100.0%		
1054 Roundabout no. 4	3,127	3,127	0			100.0%		
1056 Roundabout no. 6	3,332	3,332	0			100.0%		
1057 Roundabout no. 7	1,700	1,700	0			100.0%		
<u>202 Roundabouts EXPENDITURE</u>								
4108 Roundabout	553	2,205	1,652		1,652	25.1%		
<u>203 Maintenance EXPENDITURE</u>								
4082 Allotments	2,288	2,288	0		0	100.0%		
<u>204 Devolved services expenses INCOME</u>								
1017 Devolved services income	0	24,000	24,000			0.0%		Income precepted before BC and BTC decision reached
<u>205 Grounds maintenance EXPENDITURE</u>								
4033 Waste disposal	2,094	5,610	3,516		3,516	37.3%		
4035 Machinery	1,355	2,915	1,560		1,560	46.5%		
4036 Fuel (Mower)	1,229	2,533	1,304		1,304	48.5%		
4037 Sundries	660	3,025	2,365		2,365	21.8%		
4063 Vehicle hire and running costs	1,539	7,060	5,521		5,521	21.8%		
<u>248 Depot EXPENDITURE</u>								
4013 Equipment purchase	0	5,000	5,000		5,000	0.0%		
4055 Alarm	548	560	12		12	97.9%		
4225 Rates	4,784	4,641	(143)		(143)	103.1%		Slight increase, rates amount not set until after precept
4601 Repairs & maintenance fund	295	900	605		605	32.8%		
4602 Electricity	818	2,000	1,182		1,182	40.9%		
4603 Water	97	635	538		538	15.3%		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>249 C Meadow Toilets/Shopmobility INCOME</u>									
1085 Shopmobility income	236	200	(36)			118.0%		More income than anticipated	
<u>249 C Meadow Toilets/Shopmobility EXPENDITURE</u>									
4602 Electricity	0	600	600		600	0.0%			
4603 Water	0	600	600		600	0.0%			
4608 Shopmobility	402	1,002	600		600	40.2%			
4612 Contractor charge	3,821	10,450	6,629		6,629	36.6%			
4709 Maintenance	0	6,600	6,600		6,600	0.0%			
<u>250 Lace Hill INCOME</u>									
1026 Lace Hill Community Centre	21,911	41,000	19,089			53.4%			
1027 Solar income	0	150	150			0.0%			
<u>250 Lace Hill EXPENDITURE</u>									
4050 Lace Hill playing fields	267	550	283		283	48.6%			
4118 Solar panels	0	380	380		380	0.0%			
4158 Lace Hill gas	1,501	4,600	3,099		3,099	32.6%			
4159 Lace Hill electricity	917	6,500	5,583		5,583	14.1%			
4160 Lace Hill water	485	1,086	601		601	44.7%			
4161 Lace Hill Repair & Maintenance	4,262	4,000	(262)		(262)	106.5%		MUGA repairs, insurance claim received (Resources)	
4162 Lace Hill Planned Maintenance	3,533	7,920	4,387		4,387	44.6%			
4164 Lace Hill equipment	1,369	3,754	2,385		2,385	36.5%			
4225 Rates	10,354	11,048	694		694	93.7%			
<u>251 Chandos Park INCOME</u>									
1030 Bowls income	627	650	23			96.5%			
1035 Tennis Court Rent	0	778	778			0.0%			
<u>251 Chandos Park EXPENDITURE</u>									
4601 Repairs & maintenance fund	0	3,950	3,950	330	3,620	8.4%			
4602 Electricity	482	1,471	989		989	32.8%			
4603 Water	1,284	2,449	1,165		1,165	52.4%			
4606 Bowls Club Maintenance	1,655	2,120	465		465	78.1%			
<u>252 Bourton Park EXPENDITURE</u>									
4601 Repairs & maintenance fund	7,100	10,508	3,408		3,408	67.6%			
<u>253 Cemeteries INCOME</u>									
1041 Burial fees	10,316	29,400	19,084			35.1%			
<u>253 Cemeteries EXPENDITURE</u>									
4225 Rates	2,421	2,349	(72)		(72)	103.1%		Slight increase, rates amount not set until after precept	
4265 New cemetery maintenance	0	7,000	7,000	3,500	3,500	50.0%			
4601 Repairs & maintenance fund	1,099	5,825	4,726		4,726	18.9%			

4602	Electricity	361	1,000	639		639	36.1%		
4617	Memorial testing	4,770	4,330	(440)		(440)	110.2%	2,000	EMR
4619	Cemeteries Development	101,583	106,415	4,832	38,760	(33,928)	131.9%	91,788	EMR
4620	Expenses for burial duties	893	5,785	4,892		4,892	15.4%		
<u>254 Chandos Park toilets EXPENDITURE</u>									
4612	Contractor charge	3,821	10,450	6,629		6,629	36.6%		
4709	Maintenance	286	14,035	13,749		13,749	2.0%		
<u>255 Railway Walk & Castle Hill EXPENDITURE</u>									
4709	Maintenance	3,726	1,145	(2,581)		(2,581)	325.4%	3,400	EMR
<u>256 Storage Premises EXPENDITURE</u>									
4066	Grenville garage rent	329	626	297		297	52.5%		
<u>258 Cemetery Lodge INCOME</u>									
1061	Cemetery Lodge rental income	6,473	11,781	5,308			54.9%		
<u>258 Cemetery Lodge EXPENDITURE</u>									
4034	PWLB repayments inc. interest	2,351	4,702	2,351		2,351	50.0%		
4609	Cemetery Lodge maintenance	2,340	3,260	920	7,340	(6,420)	296.9%		EMR
<u>260 CCTV EXPENDITURE</u>									
4100	CCTV maintenance	1,751	4,000	2,249		2,249	43.8%		
<u>261 Community Centre EXPENDITURE</u>									
4085	Structural repairs	15,339	30,390	15,051	585	14,467	52.4%		
4091	Chamber	183	1,100	917		917	16.6%		
<u>262 Parks General</u>									
4101	Seats and bins	0	1,765	1,765		1,765	0.0%		
4102	Dog bins	0	13,686	13,686	4,072	9,614	29.7%		
4106	Play area maintenance	3,035	9,316	6,281	1,044	5,237	43.8%		
4112	Environment Equipment	805	11,286	10,481	29	10,452	7.4%		
4122	Tree works	12,060	36,105	24,045	1,630	22,415	37.9%		
4168	Defibrillators	0	550	550		550	0.0%		
4275	Play area replacement fund	0	10,000	10,000		10,000	0.0%		
4276	Tree wardens	0	2,240	2,240		2,240	0.0%		
4280	Machinery Repair / Replace	0	2,500	2,500		2,500	0.0%		
4281	Vehicle Repair / Replace	0	2,500	2,500		2,500	0.0%		
<u>264 New Cemetery EXPENDITURE</u>									
4282	New Cemetery PWLB Repayments	0	2,600	2,600		2,600	0.0%		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
Grand Totals:- Income	54,476	122,872	68,396			44.3%		
Expenditure	364,045	748,416	384,371	57,290	327,082	56.3%		
Net Income over Expenditure	(309,569)	(625,544)	(315,975)					
plus Transfer from EMR	97,188							
Movement to/(from) Gen Reserve	(212,381)							

02/10/2024

Buckingham Town Council

11:32

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EARMARKED RESERVES	321,140.00	-321,140.00	0.00
325 EMR YOUTH COUNCIL	0.00	2,015.00	2,015.00
326 EMR CEMETERY DEVELOPMENT	0.00	77,033.50	77,033.50
327 EMR LEGAL COSTS	0.00	530.17	530.17
328 EMR FLOOD RELIEF FUND	0.00	826.00	826.00
329 EMR WAR MEMORIAL	0.00	600.00	600.00
330 EMR CHRISTMAS LIGHTS	0.00	2,171.00	2,171.00
331 EMR TOWN IN BLOOM	0.00	1,000.00	1,000.00
332 EMR CHARTER FAIRS	0.00	5,141.00	5,141.00
333 EMR PLAY AREA REPLACEMENT	0.00	57,932.00	57,932.00
334 EMR TOURISM LEAFLETS	0.00	883.00	883.00
335 EMR GREEN SPACES DEVELOPMENT	0.00	8,916.00	8,916.00
336 EMR NEIGHBOURHOOD PLAN	0.00	511.00	511.00
337 EMR BRIDGE REPAIRS	0.00	44,640.00	44,640.00
338 EMR OFFICE DEVELOPMENT / FURNI	0.00	156.00	156.00
339 EMR DEPOT EQUIPMENT	0.00	7,850.00	7,850.00
340 EMR AEDS	0.00	850.00	850.00
341 EMR LHSCC REPAIRS & MAINT	0.00	25,000.00	25,000.00
342 EMR CEMETERY LODGE REPAIRS	0.00	7,840.00	7,840.00
343 EMR BOWLS PAVILION REPAIRS	0.00	2,493.00	2,493.00
344 EMR MAKING GOOD/BOUNDARY REP	0.00	45,000.00	45,000.00
345 EMR EMERGENCY GRANTS	0.00	3,000.00	3,000.00
346 EMR TWINNING	0.00	2,483.00	2,483.00
348 EMR SCULPTURE TRAIL	0.00	800.00	800.00
349 EMR TRAINING	0.00	8,953.00	8,953.00
350 EMR COMPUTERS & SOFTWARE	0.00	5,633.00	5,633.00
351 EMR RATES	0.00	1,706.00	1,706.00
352 EMR ACCESSIBILITY	0.00	2,513.00	2,513.00
353 EMR WILDLIFE CONSERVATION VOLU	0.00	1,461.00	1,461.00
354 EMR MACHINERY REPLACE & REPAIR	0.00	9,949.00	9,949.00
355 EMR BUILDINGS REPLACE & REPAIR	0.00	6,500.00	6,500.00
356 EMR RESOURCING RESERVE	0.00	38,466.00	38,466.00
357 EMR VEHICLE REPLACEMENT & REPA	0.00	3,445.00	3,445.00
358 EMR STAFFING COSTS	0.00	3,949.42	3,949.42
	321,140.00	59,106.09	380,246.09

Buckingham Town Council
Environment Committee
Monday 7th October 2024.

Contact Officers: Nina Stockill and Lee Phillips

Biodiversity Policy

1. Recommendations

- 1.1. Members agree to recommend to Full Council to adopt a new Biodiversity Policy.
- 1.2. Members to note what action the Town Council has already taken to conserve and enhance biodiversity (in section 3.1).
- 1.3. Members agree to budget for a Biodiversity Audit of the Town Council's Land from the precept for 2025/26 up to £2000.

2. Background

- 2.1. As a Town Council we have a duty to consider, within our powers, what actions and policies we put in place to consider biodiversity.
- 2.2. In accordance with the duty imposed on town and parish councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021, government guidance published on 17 May 2023 clarifies that, as a public authority, town and parish councils must:
 - consider what they can do to conserve and enhance biodiversity;
 - agree policies and specific objectives based on their consideration;
 - act to deliver their policies and achieve their objectives.


3. Information

- 3.1. Action the Town Council has already taken to conserve and enhance biodiversity includes:
 - Identified potential tree planting locations across the town.
 - Identified open spaces where hedges can replace fencing.
 - Launched a Tiny Forest scheme in Bourton Park
 - Sown a wildflower meadow in Bourton Park
 - Installed bird boxes in Bourton, Chandos and Railway Walk.
 - Organised bulb planting programmes.
 - Organised an annual tree planting scheme.
 - Initiated the Buckingham Tree Wardens programme.
 - Founded the Buckingham River wardens and supported training for river fly monitoring across our stretch of the river Great Ouse.
 - Encouraged and supported the creation of local climate action groups, including the Railway walk Conservation Group, Climate Café and Repair Café.

- The Town Council hosts an environment focussed stall at every Spring Green Fair and Celebrate Buckingham event.
 - Solar Panels installed October 2021 at Lace Hill, utilising clean energy and reducing the amount of energy that must be procured.
 - In the last five years the Town Council have planted 1,782 new trees in Buckingham.
 - Over the last five years the Town Council has planted in excess of 5400 bulbs to support early emerging pollinators.
 - Installation of wildflower information boards in Bourton Park to promote the planting of native wildflower species (April 2021).
 - Creation of edible planters/troughs outside the community centre and cattle pens. The new system of planting should require less watering and tolerate the hotter summers caused by climate change.
 - The grass cutting plan is reviewed annually. The paddocks in Bourton Park and sections of the Brackley road Cemetery are cut later in the year to support and promote biodiversity.
- 3.2. A Biodiversity Audit of the Land that the Town Council owns needs to consider how the land the Town Council manages could improve biodiversity. This includes green spaces and the river/ponds. This would be an initial appraisal of the Town Council's land and will be the starting point for a Biodiversity Action plan with recommendations that the Town Council may want to apply.

4. Budget Costs

- 4.1. A Biodiversity Audit of the Town Council's land needs to be carried out. The budget needs to be precepted from the 2025/26 budget for up to £2000 and accurate costings are to be sought from suitable providers.

	<p>Buckingham Town Council</p> <p>Biodiversity Policy</p>	<p>Date Agreed:</p> <p>Minute Number:</p> <p>Prepared by: Estates Manager</p> <p>Version: 1</p>
---	---	---

BACKGROUND

In accordance with the duty imposed on town and parish councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021, Buckingham Town Council (hereinafter referred to as the Council) which has any functions exercisable in relation to England must from time to time consider what action the authority can properly take, consistently with the proper exercise of its functions, to further the general biodiversity objective.

This duty also means that town and parish councils can spend funds in conserving biodiversity.

DEFINITION

According to Defra (Biodiversity 2020), biodiversity is the variety of all life on Earth. It includes all species of animals and plants – everything that is alive on our planet.

Biodiversity is important for its own sake and has its own intrinsic value. Several studies have shown this value also goes further. Biodiversity is the building block of our 'ecosystems' that in turn provide us with a wide range of goods and services that support our economic and social wellbeing. These include essentials such as food, fresh water and clean air, but also less obvious services such as protection from natural disasters, regulation of our climate, and purification of our water or pollination of our crops. Biodiversity also provides important cultural services, enriching our lives.

AIMS AND OBJECTIVES

The object of this policy is to work towards conserving and enhancing the biodiversity of the Council's area.

The Full Council and any Committees of the Council will consider sustainability, environmental impact and biodiversity when making decisions, and will develop and implement policies and strategies as required.

In particular, the Council will aim to improve the biodiversity of the area in the following ways:

- Consider the potential impact on biodiversity represented by planning applications.
- Manage its land and property using environmentally friendly practices that will promote biodiversity.

- Support local businesses and council operations in the adoption of low impact / nature.
- Encourage and support other organisations within the town to manage their areas of responsibility with biodiversity in mind.
- Support residents and local organisation activities to enhance and promote biodiversity.

ACTIONS

Planning Applications

The Council will:

- when commenting on planning applications, support site and building design that benefits biodiversity through the conservation and integration of existing habitats or provision of new habitats;
- support protection of sensitive habitats from development and will consider whether the development would mean the loss of important habitats for wildlife in respect of all applications;
- consider what each proposed development might make in terms of biodiversity net gain;
- include policies in support of biodiversity within the Neighbourhood Plan.

Land and property management.

The Council will:

- carry out a biodiversity audit of its landholdings;
- consider the conservation and promotion of local biodiversity regarding the management of its open spaces. This will include the consideration of beneficial practices with regarding to cutting and removal of vegetation, application of chemicals and timing of maintenance work, paying attention to the Government's regulations for plant protection products;
- consider sourcing sustainable materials when procuring supplies for the Council's use;
- consider biodiversity issues and the implementation of changes when managing its buildings.

Local community

The Council will:

- raise public awareness of biodiversity issues, including through its website and newsletters;
- engage with local businesses and residents regarding biodiversity in the community and how members of the community can assist and make a difference;

- where feasible, involve the community in biodiversity projects on its land including for example tree planting, wildflower meadows, birdbox installation.

Partners

The Council will work in partnership with other organisations to protect, promote and enhance biodiversity within the council area.

It will review any local nature recovery strategies and species conservation strategies and consider how it may become more involved in implementing the strategies' recommendations.

MONITORING

This policy was adopted by Full Council on **xx** (Minute **xx/24**) for biennial review by the Environment Committee or as required by legislation. A summary of how the policy has been implemented will be brought back to the Environment Committee annually, with reference to the original biodiversity audit.

Ref	Date	Problem	Location	Who is responsible for area	Action Required	Outcome/ Follow up	Completed
s143	27/03/2024	Windscreen chipped whilst passing ride on mower on A421	A421 - on bypass	BTC	Claim put into Zurich - ref no. 27245231182		Yes
	21/05/2024	<p>May I point out that as Buckingham Town Council, that you are responsible for the welfare and safety of the town residents, That you have subcontracted one of your responsibilities to a third party does NOT absolve the town council of its responsibilities. I would also add that the footpath past on the Stratford Road immediately after passing Sandmartin Close, going out of town is totally obstructed by the hedge .</p> <p>I trust that you will now confirm that the town council will act in the interest and safety of the residents.</p>	Overgrown hedges	Bucks	Signposted to FixMystreet and Buckinghamshire Council's complaints procedure.		Yes

s145	30/05/2024	I think there is a problem with 'grey water' in the largest of the railway walk ponds - I've attached a panorama photo I took on 5th Feb. when the water was undisturbed and the spread of the affected water can be seen clearly. I've noticed it ever since I have been walking the path regularly since late summer. There's also a distinctive sewage smell accompanying this water which itself seems to be coming from the bottom of the pond and not mixing (the concrete outflow also shows a distinctive grey algae growth). It beggars belief that this can be allowed to continue in the centre of what is a fantastic public amenity.	Railway Walk	BTC	Email to explain Our local conservation group regularly undertaken freshwater invertebrate studies, with reports of frog and toad spawn and sightings of newts, small fish and other forms of wildlife. Storm drains are the responsibility of the local water company, but storm drains are not categorically the cause of the overflow. It is more likely to be storm water overflow from surface water run off leaching into the water course.		Yes
s146	02/06/2024	I walked along the railway path, Bourton park and the Buckingham canal on this sunny day and just wanted to compliment how well kept and beautiful these parts of Buckingham are with a focus of natural meadows, very clean with absolutely no litter, no dog mess, plenty of places to sit and enjoy the park areas and pathways clear and well signposted. I discovered new bits of the town I never have been to before! My only suggestions would be to have some floral displays in Bourton park, also possibly some kind of small cafe/kiosk with toilet facilities but understandably this is available in Cornwall meadows/town.	Bourton Park and Railway Walk	BTC	None		Yes
s146	01/07/2024	What a wonderful display of petunias throughout the town centre! Please pass on warmest congratulations to whoever is responsible. Thank-you too to the cemetery team for the beautiful new benches - much appreciated!	Cemetery	BTC	Passed to GS Team		Yes

s147	18/07/2024	car parked in skate park as bollard missing, playing loud music etc	Skate Park bridge over river	Bucks	informed Bucks council and Police - asked LAT to replace bollard asap, replied to complainant		Yes
s148	06/08/2024	I am extremely saddened and confused to hear that the memorial application has been rejected. We had agreed on the memorial as a family and reading the guidelines felt that this was within all the size requirements. I would appreciate some clarification on why the Flower holder doesn't meet the requirements as it will stand 12 inches in total with the base, as per the guidelines.	Cemetery	BTC	Cemetery Manager replied explaining permitted memorials for Garden of Rest and committing to an update of the Handbook to ensure information is clear for future applicants.		Yes
s149	16/08/2024	Hello, I live on the Lace Hill Estate close to the Community Centre. I don't have any children young enough to use the play area but I often walk around the field so am well aware that the area and the basketball court is very well used. I therefore find it very strange and disappointing that the damaged court fence has not been repaired. I understand why it's closed but it's the summer holidays surely it should be repaired. You're going to give all sorts of reasons why it's not or can't be done but as an Engineer and Welder I know how simple it would be to repair and what are we all paying for. This estate which is new is a mess and the whole town of Buckingham just continues to get worse wherever you look.	Lace Hill	BTC	reply	fence fixed and replied to email	Yes
s150	01/09/2024	I will respond to a few of the events separately but this is a 4* rating for Buckongham Town Council's management of the Town, Parks and Events - you really do make this Town great! Thanks to everyone involved. It sometimes seems like there's plenty to moan about in this world - and I see lots of moans about Bucks CC but its always 'High Praise' for Buckingham TC and the events - so please, keep doing what you are doing - you are doing brilliantly!	Greenspaces	BTC	Feedback passed to the greenspaces Team		Yes

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
1	Environment	92/15; 904/15;640/16 ; 309.4/17- 463; 206/18; 126/19	Sports Pitch Provision	Historical correspondence and agreements to be reviewed by the Town Clerk.	Town Clerk	To be reviewed following the new SPD introduction/ with BNDP at this time	NB Neighbourhood Plan now at regulation 14 consultation. Await updated local plan.
2	Environment	884/18	Compliments and Complaints Log	Members AGREED the report be brought back to Environment Committee in six months time in the same format.	Committee Clerk		On agenda
3	Environment	319/20	Lace Hill Doors	AGREED for a report regarding an additional external fire exit door is brought back to the next committee meeting.	Estates Manager	This project will need to be restarted. The walls in the Sports will need to be completed first.	Paused
4	Environment	771/20 & 1088/20	Tingewick Road Greenspaces	Members AGREED for the Town Council to take on the green spaces and play areas, provided that Barratts agree a suitable initial payment, and that the development of the green spaces are completed satisfactorily, in line with the agreed plans.	Town Clerk	Offer received and legal team have been instructed to start transfer process	Legal documentation being worked on by legal team - due diligence being completed.
5	Environment	70/23 193/23	Bourton Park bridges.	Members agreed to add the bridges to the action list. Cllr. Stuchbury Proposed an explanatory press release regarding the current status of the bridges. Cllr. Harvey Seconded. Member unanimously AGREED .	Estates Manager	ROW application has been submitted. Bucks Council seeking legal advice on the application.	On Agenda
6	Environment	192/23	Solar panels - Buckingham Community Centre	A request will be made to the Town Clerk for an update on Community Centre solar panels.	Town Clerk	Fire Alarm fitted. Roof repairs carried out. Fire Risk Assessment carried out.	Meeting with consultant 07/08/2024.
7	Environment	432/23	Pollution	Motion Cllr. Harvey AGREED : This committee therefore resolves to ask the Shire council to reveal all the information it has about vehicular pollution in our town (in the light of the new figures) and ask: - what action is being taken to measure road sourced pollution in Buckingham - especially areas near the main roads (A421, A413 and A422) although we understand that there is currently some monitoring taking place. - what their specific plans are to reduce air pollution in our town and - what local action is being taken to mitigate the impact on road sourced pollution on the health of our local population.	Town Clerk	Letter sent, awaits reply.	
8	Environment	439/23	Shrub bed at Community Centre	Members requested that this is added to the action list.	Environment Committee	Buckingham Society are in discussions with Bucks Parks Team to take over maintenance of shrub bed.	No current actions

No.	Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
9	Environment	619/23	Motion: No idle zones	Cllr. Gateley offered to draft a letter to be sent to schools. The Compliance and Projects Manager suggested that the letter is agreed by the office who will approach schools initially to seek engagement.	Town Clerk when draft received.	letters sent, visited schools, community board involved with schools.	completed
10	Environment	621/23 201/24	Cllr. Stuchbury	Motion carried: That Buckingham Town Council write to Villiers and request that we take ownership of the two benches previously located outside the Old Town Hall. The benches should be placed somewhere appropriate in our town centre for residents to enjoy. Collect the benches from Villiers	 Estates Manager	Benches collected	completed
11	Environment	623/23	Value of trees	Cllr. Stuchbury Proposed that the Estates Manager looks at the system of adding a value to trees.	Estates Manager		On going
12	Environment	Public session	Boules court	The Town Clerk will make contact to discuss this further and a report can be brought to a future Environment Committee meeting.	Town Clerk	initial meeting held and locations potential discussed	On going
13	Environment	751/23	Happy to talk bench	The Town Clerk confirmed that we will speak to Buckinghamshire Council and look at an additional bench and plaque. A report will be brought to a future meeting. Members AGREED a press release.	Estates Manager		completed
14	Environment	194/24	Air Quality Action Plan survey	Set up a group of Members to meet early September to create a response to the survey.	Compliance and Projects Manager		completed
15	Environment	198/24	Cornwalls Meadown toilet doors	Double check that the other toilets in the town are available. Write to the original contractor to tell them that this work is being undertaken due to their poor quality work. Ask the Community Centre Management Committee to open the Community Centre toilets during the closure.	Estates Manager	awaiting start date for works	Ongoing