



Buckingham Town Council

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

office@buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

Friday, 07 February 2025

Councillor,

You are summoned to an Extra-ordinary meeting of the Full Council of Buckingham Town Council to be held on Wednesday 12th February 2025 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/UC89BUTwVpjAOEldSlfcZC9Q/>.

Claire Molyneux
Town Clerk

AGENDA

1. Apologies for Absence

Members are asked to receive apologies from members.

2. Declarations of Interest

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

3. Tingewick Road Cemetery Planning Condition

To receive a report from the Town Clerk.

[BTC/138/24](#)
[Appendix A](#)
[Appendix B](#)
[Appendix C](#)

4. Authority to spend

To receive a report from the Town Clerk.

[BTC/139/24](#)

To: All Councillors



@BuckinghamTC

Twinned with Mouvaux, France;



Neukirchen-Vluyn, Germany



Buckingham Town Council
Extraordinary Full Council
Wednesday 12th February 2025

Contact Officer: Town Clerk

New cemetery and allotments drainage works required to meet planning condition.

1. Recommendations

- 1.1. It is recommended that Members agree to proceed with the proposed drainage work (Appendix A), required as a condition of the planning permission.
- 1.2. It is recommended that the funds of £11,310 be taken from Earmarked Reserve - Cemetery Development (EMR-326).

2. Background

- 2.1. As part of the preparation work for the new cemetery, a survey of the existing highway storm water system was conducted. The survey revealed that tree roots had partially blocked a section of the system. The new cemetery needs to drain into that system.
- 2.2. To address this issue, the Sustainable Urban Drainage Systems (SUDS) officer has now stipulated that clearing the blockage must be completed **before** work can begin, making this a prerequisite condition of the planning permission. This will need to be evidenced with a further camera survey which will then need a six-week consultation period.
- 2.3. It is essential that this matter be progressed asap if the cemetery is to be completed this year. There is money available in the appropriate budget to finance this work.

**C1010 Buckingham Town Council**

The Buckingham Centre
Verney Cl., MK18 1JP Buckingham

Quote No: CDS-CC-2717

Date: 05.02.2025

Project: C1010_P01 Buckingham Town Council - New Cemetery at
Tingewick Road

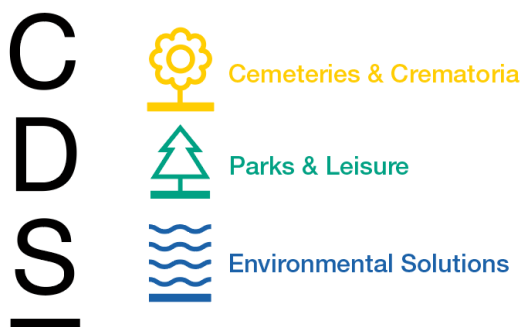
Fee Proposal

Product name and additional info	Quantity	Unit	Price	Sum
Tingewick Road: Drainage Condition (1)				11 310.00
<p>Prior to construction of any hardstanding areas including the access roads and SuDS components (permeable paving, pond and swale), a further CCTV survey must be undertaken to demonstrate that the remedial works identified within the CCTV Drainage Survey Report (ref: GR2874, 24 May 2022 Wilkinson Environmental Ltd) has been rectified to ensure that the existing carriageway network can provide suitable drainage to serve the site.</p> <p>The reason for this construction condition is to ensure that the existing surface water pipe network has sufficient capacity and is in working condition to convey flows without increasing flood risk both on and offsite. This is in accordance with Paragraph 181 of the National Planning Policy Framework.</p>				
Civil Engineer Requirements	1	pcs	3 975.00	3 975.00
<ul style="list-style-type: none"> • Allowance for site visit with Highways/contractor • Review requirements and produce spec for repair works to drainage between manholes S6 and S7. • Develop appropriate repair approach with contractor and present this in a drawing to Highways for approval. • Allowance for liaison with Housing Developer (we assume they own the site) regarding access. We may need some assistance from the council on this. • Allowance for 2no remote DTM's with Highways/contractor/council • Allowance for 1 round of comments from highways and changes to proposals. <p>Should the scope increase over the above (i.e. additional meetings/reviews with Highways) we would wish to review our fee.</p>				
S6-S7 works (Part 1) - Surveyor	1	pcs	3 600.00	3 600.00
<p>Jet-Vac unit with 300mm root cutter & IMS cutter & CCTV survey unit to remove tap roots at 1.23m & clean 40m of 300mm dia SWS. Re-CCTV survey. Rate is per 8 hour day. Estimated duration is 1 day</p>				

The CDS Group
Building 51, Wrest Park
Silsoe, Bedfordshire
MK45 4HS

Phone: 01525 864387
Company Reg No: 05048077
VAT Reg No: 836450425

BACS to: The CDS Group Ltd
Bank Name: Lloyds Bank
Bank Account No: 83422268
Sort Code: 30-91-87



Product name and additional info	Quantity	Unit	Price	Sum
S6-S7 works (Part 2) - Surveyor	1	pcs	2 782.50	2 782.50
To install 3x 300mm dia, 1m long patch liner repairs at 1.23m & at further locations as required to cover points of root ingress. TBC following root cutting & complete CCTV survey. Includes additional operative to assist. Rate assumes 8 hour visit. Re-CCTV survey.				
S6-S7 works (Part 3) - Surveyor	1	pcs	712.50	712.50
Additional 300mm dia 1m patch repair, per patch, assuming install within same visit. TBC following root cutting & complete CCTV survey.				
Planning Consultancy (CDS) - DOC Application Submission	1	hour	120.00	120.00
Collation of documents, and submission of formal application. Excludes Local Authority Fee.				
Planning Consultancy (CDS) - DOC Application Management	1	hour	120.00	120.00
Management up to determination. 8 week application, averaged at 0.5hr per wk.				
Specific T&C's	0		0.00	0.00

Client to provide access to both manholes

- Quotation is valid for a period of 3 months from date of issue.
- A written order will be required before work can commence.
- No allowance has been made for out of hours working unless specified above.
- Method statement & risk assessment provided on receipt of order.
- Cancelled shifts with less than 24hours notice will be chargeable.
- We have assumed free & easy HGV access to all covers.
- No allowance to expose buried covers.
- Excludes cover/invert levels. We collect depth from cover frame to pipe invert.
- Disposal of waste to an off-site facility may be necessary within the 8 hour shift.
- We have allowed for standard chapter 8 only. No allowance for specialist traffic control.
- No allowance has been made for road notices, this is the responsibility of the client.
- No allowance for moving parked cars or other obstruction.
- Standing time should we face access delays will be charged at pro rata hourly rate.
- Minimum 8 hour charge applies
- We have assumed a 10-30% silt level & low water level throughout the system
- Cost is re-measurable at the end of the project.
- Estimated duration of works is 2 days; subject to silt levels & ease of access.
- No allowance to re-open side connections or trim back intruding connections
- We assume no bends. None noted in previous survey.
- Aborted visits because of poor access will be chargeable
- When lining or patching over a defect, the deformity will remain
- Whilst the Jet-Vac unit will remove silts/debris, we assume Jetting waters can flow to outfall. Should this not be acceptable, we can provide an additional vacuum tanker to remove Jetting water from site at an additional cost. Please advise requirement.

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Building 51, Wrest Park
Silsoe, Bedfordshire
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Sort Code: 30-91-87



Product name and additional info	Quantity	Unit	Price	Sum
			Subheading subtotal:	11 310.00
			Subtotal:	11 310.00
			Tax (20%):	2 262.00
			Total (GBP):	13 572.00

The quotation is provided subject to the acceptance of the terms and conditions attached to the quotation provided by CDS. Acceptance of our terms and conditions will be assumed to be approved unless a written notice is provided to the contrary. The reader should pay attention to any specific inclusions/exclusions which are highlighted in the covering letter attached to the quotation, which may alter the standard terms and conditions.

Quotes remain valid for a period of 90 (ninety) days from date of issue. Should works related to this quotation be sought after this time, prices shall be reviewed.

DOP1E

BUCKINGHAMSHIRE COUNCIL**Town and Country Planning Act 1990****23/04010/ADP**

Mr Ben Copeland
Building 51
Wrest Park
Silsoe
Bedford

Ms Claire Molyneux
The Buckingham Centre
Verney Close
Buckingham
MK18 1JP

Subsequent to your application that was valid on the **27th December 2023** 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:-

Submission of details of all matters reserved pursuant to outline planning permission 15/01242/AOP (Application for Outline Planning Permission with access to provide Allotments, Cemetery, Associated Buildings, Landscaping, New Vehicular and Pedestrian Access, Engineering (including Ground Modelling) Works, Infrastructure Works (including Drainage Works and Utilities Provision), Demolition, Car Parking and Lighting)

AT:-

Land South Of The A421 Tingewick Road Buckingham Buckinghamshire
Subject to the following conditions and reasons:-

1. The development hereby permitted shall be carried out in accordance with the details contained in the planning application and drawing numbers received as follows:

<u>Plan Reference</u>	<u>Date received by LPA</u>
D21017_CDS_EN_ZZ_DR_L-001-Location Plan	24/10/2024
D21017_CDS_EN_ZZ_DR_L-003-Site Layout Plan	24/10/2024
D210017_CDS_EN_ZZ-DR-L-002-001-Utility Plan	24/10/2024
BC/TPP/1939-01-B-Tree Protection Plan	27/12/2023
BC/TSP/1902-01- Tree Survey Plan	27/12/2023
D21017_CDS_EN_ZZ_DR_L-006-Boundary Treatment	24/10/2024
D21017_CDS_EN_ZZ_DR_L-007- Vehicular Circulation	24/10/2024
D21017_CDS_EN_ZZ_DR_L-008-Pedestrian Circulation	24/10/2024
D21017_CDS_EN_ZZ_DR_L-010-Planting Plan	24/10/2024
D21017_CDS_EN_ZZ_DR_L-011- Planting Plan	24/10/2024
D21017_CDS_EN_ZZ_DR_L-012-Fencing Plan	24/10/2024
D21017_CDS_EN_ZZ_DR_L_016-Construction Details 1	24/10/2024
D21017_CDS_EN_ZZ_DR_L_017-Construction Details 2	24/10/2024
D21017_CDS_EN_ZZ_DR_L_018- Construction Details 3	24/10/2024
203923-SWH-ZZ-XX-D-C-5500-T01-Hardstading Level (1)	03/12/2024
203923-SWH-ZZ-XX-D-C-5501-T01-Hardstading Level (2)	03/12/2024
203923-SWH-ZZ-XX-D-C-5502-T01-Hardstading Level (3)	03/12/2024
203923-SWH-XX-XX-D-C-5550-T01-Hard Finishes Details	03/12/2024

203923-SWH-ZZ-XX-D-C-5600-T01-Hard Finishes Layout	03/12/2024
203923-SWH-ZZ-XX-D-C-5110-T02-Section through Basin	28/01/2025
203923-SWH-ZZ-XX-DR-C-5800-P01-Refuse Vehicle Tracking	24/10/2024
Drainage Design Strategy and Calculations-Jan 25	22/01/2025

Reason: For 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.

- The materials to be used in the construction of the development hereby permitted shall be as specified within Drawing nos. D21017_CDS_EN_ZZ_DR_L-006, D21017_CDS_EN_ZZ_DR_L-012 received by the LPA dated 24/10/2024 and 203923-SWH-ZZ-XX-D-C-5600-T01 received by the LPA dated 03/12/2024.

Reason: To ensure a satisfactory appearance of the development and to comply with Policy BE2 of the Vale of Aylesbury Local Plan Adopted 2021, Section 12 of the National Planning Policy Framework 2023, and Sections C1, C2 and I1 of the National Design Guide.

- Prior to initial use of the Allotments and Cemetery the footways, cycle-ways and crossing points shown on the approved plans shall be laid out and shall thereafter be maintained and retained in perpetuity.

Reason: To provide safe and suitable pedestrian and cycle access and in accordance with Policy I1 of the Buckingham Neighbourhood Development Plan 2015, Policies T1, T4, T6 and T7 of Vale of Aylesbury Local Plan Adopted September 2021.

- The scheme for parking and manoeuvring including electric vehicle charging spaces and cycle parking shown on drawing no. D21017_CDS_EN_ZZ_DR_L-003 shall be laid out prior to the initial use of the allotments or cemetery and shall not be used for any other purpose and retained thereafter in perpetuity.

Reason: To enable vehicles to draw off, park and turn clear of the highway, to provide safe and suitable cycle parking and to ensure adequate provision is made for electric vehicles to accord with the NPPF and Policies T6, T7 and T8 of the Vale of Aylesbury Local Plan 2021.

- The development shall be implemented in accordance with the Landscape Management and Maintenance Plan Rev 4 prepared by CDS. Any variation to the agreed plan shall be agreed in writing with the local planning authority before such change is made. The condition will be considered discharged following; a written statement from the ecologist acting for the developer testifying to the plan having been implemented correctly.

Reason: To ensure ecological enhancements are achieved in accordance with Policies DHE1 and DHE5 of Buckingham Neighbourhood Development Plan 2015, Policy NE1 of the Vale of Aylesbury Local Plan (adopted September 2021) and the aims of the NPPF.

- The development shall be implemented in accordance with the Soft Landscape Specification as provided within Drawing nos. D21017_CDS_EN_ZZ_DR_L-010 and D21017_CDS_EN_ZZ_DR_L-011 prepared by CDS and received by the LPA dated 24/10/2024. The landscaping works shall be carried out as approved within the first planting season following the first use of the allotments or cemetery or the substantial completion of the

development whichever is the sooner and shall be retained as such thereafter in perpetuity.

Reason: To ensure that measures are undertaken in accordance with submitted plans for the benefit of important wildlife and to obtain a net gain in biodiversity, to comply with Policies DHE1 and DHE5 of Buckingham Neighbourhood Development Plan 2015, Policies NE1 and NE8 of the Vale of Aylesbury Local Plan (Adopted September 2021) and advice in the National Planning Policy Framework 2023.

7. If within a period of five years from the date of the planting of any tree or shrub, that tree or shrub, or any tree and shrub planted in replacement for it, is removed, uprooted or destroyed, dies, becomes severely damaged or diseased, shall be replaced in the next planting season with trees and shrubs of equivalent size, species and quantity. All hard and soft landscape works shall be carried out prior to the occupation of the building(s) or the completion of the development whichever is the sooner or in accordance with a programme agreed in writing with the Local Planning Authority.

Reason: To ensure that measures are undertaken in accordance with submitted plans for the benefit of important wildlife and to obtain a net gain in biodiversity, to comply with Policy DHE1 of the Buckingham Neighbourhood Development Plan 2015, Policies NE1 and NE8 of the Vale of Aylesbury Local Plan (Adopted September 2021) and advice in the National Planning Policy Framework 2023.

8. No external lighting shall be installed within the development hereby permitted without the prior written approval of the Local Planning Authority first being obtained. Thereafter the external lighting shall only be installed in accordance with the approved scheme and thereafter retained as such in perpetuity.

Reason: To ensure satisfactory appearance of the development and benefit of important wildlife in the surrounding area, in accordance with Policy DHE4 of the Buckingham Neighbourhood Development Plan 2015, Policy BE2 and NE1 of the Vale of Aylesbury Local Plan 2021.

9. Prior to first use of the allotments or cemetery boundary fences or other means of enclosure shall have been installed in accordance with the approved plans and shall thereafter be retained as such in perpetuity.

Reason: To ensure the appearance of the development is retained as per approved and to comply with Policy BE2 of the Vale of Aylesbury Local Plan 2021.

10. Prior to the construction of any hardstanding areas including the access roads and SuDS components (permeable paving, pond and swale), a further CCTV survey must be undertaken to demonstrate that the remedial works identified within the CCTV Drainage Survey Report (ref: GR2874, 24 May 2022 Wilkinson Environmental Ltd) has been rectified to ensure that the existing carriageway network can provide suitable drainage to serve the site.

Reason: To ensure that the existing surface water pipe network has sufficient capacity and is in working condition to convey flows without increasing flood risk both on and offsite. This is in accordance with Paragraph 181 of the National Planning Policy Framework 2024 and Policy I4

of the Vale of Aylesbury Local Plan 2021.

Informatives:

1. The applicant is made aware that the conditions provided within the outline planning permission Ref. 15/01242/AOP will need to be implemented as per the respective triggers provided within those conditions.
2. The applicant is made aware that any development works other than those permitted under this reserved matter application to the western part of the site which has been labelled as 'Phase 2' will require a separate planning consent.
3. The applicant is advised that the off-site works will need to be constructed under a Section 184/278 of the Highways Act legal agreement. This Small Works Agreement must be obtained from the Highway Authority before any works are carried out on any footway, carriageway, verge or other land forming part of the highway. A minimum period of 3 weeks is required to process the agreement following the receipt by the Highway Authority of a written request. Please contact Development Management at the following address for information:-
Development Management
6th Floor, County Hall,
Walton Street, Aylesbury,
Buckinghamshire,
HP20 1UY
Telephone: 0845 2302882
Email: highwaysdm@buckinghamshire.gov.uk
4. No vehicles associated with the building operations on the development site shall be parked on the public highway so as to cause an obstruction. Any such wilful obstruction is an offence under S137 of the Highways Act 1980.
5. It is an offence under S151 of the Highways Act 1980 for vehicles leaving the development site to carry mud onto the public highway. Facilities should therefore be provided and used on the development site for cleaning the wheels of vehicles before they leave the site.
6. All works and ancillary operations which are audible at the site boundary shall only be carried out between the hours of:
8.00am and 6.00pm on Mondays to Fridays
8.00am and 1.00pm Saturdays
Sunday, Bank and Public Holidays – No works that generates noise across the site boundary.
Outside of these times, no noisy equipment should be used that would be audible to nearby residents.
7. Considerate Construction Scheme Initiative- This initiative encourages contractors and construction companies to adopt a considerate and respectful approach to construction works, so that neighbours are not unduly affected by noise, smells, operational hours, vehicles parking at the site or making deliveries, and general disruption caused by the works.
By signing up to the scheme, contractors and construction companies commit to being considerate and good neighbours, as well as being clean, respectful, safe, environmentally conscious, responsible and accountable.
The Council recommends the Considerate Constructors Scheme as a way of avoiding problems and complaints from local residents and further information on how to participate can be found at www.ccscheme.org.uk.

Your attention is drawn to the attached notes.

A handwritten signature in black ink, appearing to read 'EO', with a stylized flourish extending to the right.

Eric Owens
Service Director Planning and Environment
On behalf of the Council
6th February 2025

NOTES FOR FPP1; ADC1; AOP1, DOP1 & ATNP**1. APPEALS**

If you are aggrieved by the decision of your Local Planning Authority to grant permission for the proposed development subject to conditions, then you can appeal to the Secretary of State for the Environment under Section 78 of the Town and Country Planning Act 1990. If you want to appeal, you must do so within 6 months of the date of this Notice, using a form which you can get from Initial Appeals, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. You can also lodge an appeal via the internet at <https://www.gov.uk/planning-inspectorate>

The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal. The Secretary of State need not consider an appeal if it seems to him that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to statutory requirements, to the provisions of any development order and to any directions given under a development order. In practice the Secretary of State does not refuse to consider appeals solely because the local planning authority based their decision on a direction given by him.

If either the local planning authority or the Secretary of State for the Environment refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.

In these circumstances, the owner may serve a purchase notice on the Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part V1 of the Town and Country Planning Act 1990.

2. BUILDING REGULATIONS

This Approval under the Town and Country Planning Act **DOES NOT** operate as a consent under the provisions of the Building regulations. A further application may be required under this legislation. You are advised to seek advice from the Council's Building Control section on this matter, by emailing buildingcontrol@buckinghamshire.gov.uk

3. PROTECTED SPECIES

Certain wild plants and animals are protected under UK and European legislation. Approval under that legislation is required if protected habitats or species are affected by development. If you discover protected species proceeding with the development without seeking advice from Natural England could result in prosecution. For further information or to obtain approval contact Natural England. Further details are contained in our leaflet 'Biodiversity and the Planning process'.

4. SUSTAINABILITY

We support the principles of sustainable design and construction, including: carbon management (energy efficiency and micro generation) as a central theme in design, build and use; the re-use of materials in construction projects; the sustainable management of water through water conservation (rainwater harvesting and water reuse) and the use of sustainable drainage systems (SUDS). We have published a Sustainable Construction Advisory Guide to help those involved in new build gain a better understanding and encourage the use of sustainable construction techniques in new developments. We will also provide basic guidance for interested parties on request. Further information can be found at CIRIA's SUDS website www.ciria.org/suds/icop.htm and the Building Research Establishment website www.bre.co.uk

5. MATERIALS

Please note that we cannot accept samples of materials at our offices. You should submit a Discharge of Conditions application (see note 6 below) with the materials fully specified, and then the case officer will make arrangements to view samples on site as required. Application forms are available on our web site.(see link below)

6. DISCHARGE OF CONDITION(S)

A fee is payable for applications seeking confirmation that a) information submitted satisfies the requirements of a condition (including planning permission that has been granted on appeal) and b) a condition has been discharged.

For our current fees please visit our website <https://www.buckinghamshire.gov.uk/planning-and-building-control/building-or-improving-your-property/apply-for-planning-permission/fees-and-charges/> Please note that any number of conditions can be included on a single request but, if separate applications are made for each condition, a fee is required for each: i.e. if 4 separate application are made to discharge 4 conditions, total fees payable will be 4 x application fee.

You should submit a formal application using the standard 1App form accompanied by the appropriate information, details or drawings. Applications can be made online via www.planningportal.co.uk or you can download from our website at <https://www.buckinghamshire.gov.uk/planning-and-building-control/building-or-improving-your-property/apply-for-planning-permission/making-a-valid-planning-application/>

7. STANDING ADVICE FOR DEVELOPMENT SITES WHERE THERE IS NO KNOWN HISTORICAL CONTAMINATION

If during development works contamination is encountered which has not been previously identified please contact the Environmental Health department immediately at environmentalhealth@buckinghamshire.gov.uk. Works must cease on site until an appropriate remediation scheme is submitted to and agreed in writing by the local planning authority.

Failure to remediate site contamination during development could result in serious long-term health impacts to future users of the development.



Directorate for Planning, Growth & Sustainability
Planning and Environment
 Buckinghamshire Council
 The Gateway
 Gatehouse Road
 Aylesbury
 HP19 8FF

suds@buckinghamshire.gov.uk
www.buckinghamshire.gov.uk

03.02.2025

Dear Dipanwita Chatterjee,

Application Reference: 23/04010/ADP
Location: Land South of The A421 Tingewick Road Buckingham Buckinghamshire
Proposal: Submission of details of all matters reserved pursuant to outline planning permission 15/01242/AOP (Application for Outline Planning Permission with access to provide Allotments, Cemetery, Associated Buildings, Landscaping, New Vehicular and Pedestrian Access, Engineering (including Ground Modelling) Works, Infrastructure Works (including Drainage Works and Utilities Provision), Demolition, Car Parking and Lighting)

Thank you for the consultation on the above proposal, which we received on 06 January 2025.

Buckinghamshire Council as the Lead Local Flood Authority has reviewed the information provided below:

- Drainage Design Strategy and Calculations (203923-SWH-ZZ-01-DR-RP-0001, rev. 01, 21 January 2025, Scott White and Hookins)
- Sections Through Basin (drawing no. 203923-SWH-ZZ-XX-D-C-5110, rev. T02, 27 January 2025, Scott White and Hookins)

The LLFA **recommends** the approval of details subject to Conditions 8 and 9 in relation to surface water drainage and maintenance.

Surface water drainage

The applicant proposes to manage surface water runoff generated by the proposed development by attenuating runoff within permeable paving, an attenuation basin and swale prior to discharging to an existing carriageway network at 7.0l/s. Email correspondence from Highways have been provided which demonstrates conditional approval to discharge to the existing carriageway network at 7.0l/s on the basis that the remedial works are undertaken to the existing network to ensure that the carriageway can be effectively drained. It has been agreed that the remedial work identified within the survey will be undertaken prior to the commencement of any hardstanding areas including the access road and the construction of SuDS components including the permeable paving, swale and pond. To demonstrate that the remedial works have been rectified, a further CCTV survey must be carried out.

Discharge rate

In previous correspondence, the LLFA requested clarification on the discharge rates from the SW8 Hydrobrake and SW10 Hydrobrake. The Drainage Design Calculations and the Proposed Drainage

Layout (drawing no. 203923-SWH-EX-XX-DR-C-5000) shows that the discharge rate from SW8 Hydrobrake is 1.0l/s and SW10 Hydrobrake is 7.0l/s.

Calculations

The calculations demonstrate that the proposed SuDS components has been designed to accommodate the 1 in 100-year event plus 40% climate change. The calculations provided show that the pond will be draining an area of 3070m², and the swale will be draining an area of 990m². This corresponds with the catchment areas shown within the Drainage Catchment Areas (drawing no. 203923-SWH-ZZ-XX-D-C-0005).

Drainage Layout

The Proposed Drainage Layout (drawing no. 203923-SWH-EX-XX-DR-C-5000) has been updated to include the attenuation volume provided by the pond. The dimensions of the swale has been provided within the Proposed Drainage Details Sheet 2 (drawing no. 203923-SWH-XX-XX-D-C-5101).

Construction details

Construction details for the SuDS and drainage components including the HydroBrake have been provided in the form of cross-sectional drawings which are inclusive of dimensions and construction materials.

Water quality

Section 4.2.14 of the Drainage Design Strategy and Calculations states that the anticipated maximum vehicle movement per day is 110. In line with Table 26.2 of the CIRIA SuDS Manual, land uses which have less than 300 traffic movements per day, have a low pollution hazard level. Section 4.2.13 of the Drainage Design Strategy and Calculations identifies that the SuDS components has a total mitigation index which exceeds the pollution hazard index for both catchments.

Maintenance

Section 4.2 of the Drainage Design Strategy and Calculations states that the maintenance of the drainage system should be covered by Buckingham Town Council. A maintenance schedule has been provided for the SuDS and drainage components including the Hydrobrake, piped network and inspection chambers. It details what maintenance tasks need to be completed and the frequency of when the maintenance tasks need to be carried out.

I would request the following conditions be placed on the approval of the application, should this be granted by the LPA:

Condition 1

Prior to construction of any hardstanding areas including the access roads and SuDS components (permeable paving, pond and swale), a further CCTV survey must be undertaken to demonstrate that the remedial works identified within the CCTV Drainage Survey Report (ref: GR2874, 24 May 2022 Wilkinson Environmental Ltd) has been rectified to ensure that the existing carriageway network can provide suitable drainage to serve the site.

Reason

The reason for this construction condition is to ensure that the existing surface water pipe network has sufficient capacity and is in working condition to convey flows without increasing flood risk both on and offsite. This is in accordance with Paragraph 181 of the National Planning Policy Framework.

Yours sincerely,

Liv Hazzard

Sustainable Drainage Officer

Email: suds@buckinghamshire.gov.uk

For any upcoming planning applications the SuDS team offer a charged pre-application advice service, for more information and how to apply please see our [website](#).

Buckingham Town Council
Extraordinary Full Council
Wednesday 12th February 2025

Contact Officer: Town Clerk

Authority to spend

1. Recommendations

- 1.1. It is recommended that Members agree to delegate the Town Clerk the authority to authorise individual purchases that are within the budget, of up to £20,000 excluding VAT.
- 1.2. It is recommended that the full scheme of delegation be reviewed by the Resources Committee who will report back to Full Council.

2. Background

- 2.1. Buckingham Town Council have precepted over £1.3 million, and with the cemetery project (and other income and expenditure) should expect to turnover nearly £3 million next financial year.
- 2.2. Currently the Clerk has spending authority for £2500 or £5000 having consulted with the Chair. This limit is restrictive and has led to delays in repairs. This extra-ordinary meeting has been called as some necessary and budgeted for expenditure requires additional authorisation. This is going to become a regular issue as complicated and expensive projects are managed.
- 2.3. Model financial regulations do not offer any guidance on setting expenditure limits other than to state – **“Each council needs to determine its own limits, that help, rather than hinder, its operations.”** The Clerk has discussed this matter with the auditor who did not suggest a limit other than to note that the current arrangement was quite low.
- 2.4. The Clerk is currently conducting some informal research on councils with a precept of over £800,000. A number of Councils permit unlimited expenditure on budgeted items and only set a restriction on unbudgeted emergency spend. So far, the highest emergency limit is £100k. The lowest limit is a Council with an £850,000 precept which sets a limit of £1000 or £2500 in an emergency.
- 2.5. The Compliance and Projects Manager is currently reviewing the Financial Regulations and the Scheme of Delegation. This work is more complicated than usual as the model financial regulations have been completely rewritten and the Smaller Authorities Proper Practices Panel (SAPPP) is set to review Proper Practices and AGAR forms.