



Buckingham Town Council

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office@buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

ENVIRONMENT
COMMITTEE

Wednesday, 02 April 2025

Councillor,

You are summoned to a meeting of the Environment Committee of Buckingham Town Council which will be held on Monday 7th April 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/UC89BUTwVpjAOEIdSlfcZC9Q/>

Claire Molyneux
Town Clerk

AGENDA

1. Apologies for absence

Members are asked to receive apologies for absence.

2. Declarations of interest

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

3. Minutes

To agree the minutes of the Environment Committee meeting held on 17th February 2025.

[Copy previously circulated](#)

4. Budgets

To receive the latest figures.

[Appendix A](#)



Twinned with Mouvaux, France;

Neukirchen-Vluyn, Germany



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

5. Motion: Cllr. Ralph

In recognition of his contribution to Buckingham over many years and the esteem and affection in which he was widely held, I propose that this Committee recommend to the Full Council that the new allotments located adjacent to the new cemetery be named 'The Derrick Isham Allotments'.

6. Railway Walk Conservation Group

To receive a report from the Estates Administrator.

[E/163/24](#)

7. Community Centre floor quotes

To receive a report from the Estates Manager.

[E/164/24](#)

8. Community Centre roof

To receive a report from the Estates Manager Town Clerk.

[E/165/24](#)

9. Brackley Road Cemetery

9.1 Cemetery fees – to receive a report from the Estates Manager.

[E/166/24](#)

9.2 Handbook updates – to receive a report from the Estates Administrator.

[E/167/24](#)
[Appendix B](#)

10. Lace Hill Community Centre fees

To receive a report from the Town Centre and External Facilities Manager.

[E/168/24](#)

11. Date of next meeting: Monday 9th June 2025.

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.

12. Cemetery Lodge

To receive a report from the Estates Manager/Town Clerk.

[E/169/24](#)

To Committee Members:

Cllr. T. Allen

Cllr. F. Davies

Cllr. L. Draper

Cllr. M. Gateley

Cllr. J. Harvey

Cllr. A. Mahi

Chair

Vice Chair

Cllr. L. O'Donoghue

Cllr. A. Ralph

Cllr. A. Schaefer

Cllr. R. Stuchbury

Town Mayor

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

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	21,932	22,249	317		317	98.6%		
3996 Pensions ERS Environment	55,767	61,577	5,810		5,810	90.6%		
4004 Salaries environment	235,305	250,670	15,365		15,365	93.9%		
<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%		
<u>205 Grounds maintenance EXPENDITURE</u>								
4033 Waste disposal	4,966	5,610	644		644	88.5%		
4035 Machinery	2,480	2,915	435		435	85.1%		
4036 Fuel (Mower)	1,809	2,533	724		724	71.4%		
4037 Sundries	2,219	3,025	806	507	299	90.1%		
4063 Vehicle hire and running costs	5,245	7,060	1,815	242	1,573	77.7%		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<u>248 Depot EXPENDITURE</u>								
4013 Equipment purchase	1,421	5,000	3,579	462	3,118	37.6%		
4055 Alarm	548	560	12		12	97.9%		
4225 Rates	4,784	4,641	(143)		(143)	103.1%	143	OVERSPEND COVERED BY EMR
4601 Repairs & maintenance fund	649	900	251		251	72.1%		
4602 Electricity	1,741	2,000	259		259	87.1%		
4603 Water	224	635	411		411	35.3%		
<u>249 C Meadow Toilets/Shopmobility INCOME</u>								
1085 Shopmobility income	311	200	(111)			155.5%		MORE INCOME THAN EXPECTED
<u>249C Meadow Toilets/Shopmobility EXPENDITURE</u>								
4602 Electricity	0	600	600		600	0.0%		
4603 Water	0	600	600		600	0.0%		
4608 Shopmobility	1,136	1,002	(134)		(134)	113.4%		OVERSPEND DUE TO DAMAGE REPAIRS DUE TO PRICE INCREASES
4612 Contractor charge	11,464	10,450	(1,014)		(1,014)	109.7%		
4709 Maintenance	6,083	6,600	517		517	92.2%		
<u>250 Lace Hill INCOME</u>								
1026 Lace Hill Community Centre	40,726	41,000	274			99.3%		
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	2,660	4,600	1,940		1,940	57.8%		
4159 Lace Hill electricity	2,523	6,500	3,977		3,977	38.8%		
4160 Lace Hill water	645	1,086	441		441	59.4%		
4161 Lace Hill Repair & Maintenance	5,047	4,000	(1,047)		(1,047)	126.2%		MUGA REPAIRS, INSURANCE CLAIM RESOURCES
4162 Lace Hill Planned Maintenance	7,068	7,920	852		852	89.2%		
4164 Lace Hill equipment	1,971	3,754	1,783		1,783	52.5%		
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	778	778	0			100.0%		
<u>251 Chandos Park EXPENDITURE</u>								
4601 Repairs & maintenance fund	1,256	3,950	2,695		2,695	31.8%		
4602 Electricity	936	1,471	535		535	63.6%		
4603 Water	2,150	2,449	299		299	87.8%		
4606 Bowls Club Maintenance	1,655	2,120	465		465	78.1%		
<u>252 Bourton Park EXPENDITURE</u>								
4601 Repairs & maintenance fund	7,445	10,508	3,063		3,063	70.9%		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation	Appendix A
<u>253 Cemeteries INCOME</u>									
1041 Burial fees	24,628	29,400	4,772			83.8%			
<u>253 Cemeteries EXPNDITURE</u>									
4225 Rates	2,421	2,349	(72)		(72)	103.1%	72	OVERSPEND COVERED BY EMR	
4265 New cemetery maintenance	3,500	7,000	3,500		3,500	50.0%			
4601 Repairs & maintenance fund	2,133	5,825	3,692		3,692	36.6%			
4602 Electricity	(328)	1,000	1,328		1,328	(32.8%)			
4617 Memorial testing	4,770	4,330	(440)		(440)	110.2%	2,000	EMR	
4619 Cemeteries Development	143,908	106,415	(37,493)	18,265	(55,758)	152.4%	124,008	EMR	
4620 Expenses for burial duties	4,579	5,785	1,206		1,206	79.1%			
<u>254 Chandos Park toilets EXPENDITURE</u>									
4612 Contractor charge	11,500	10,450	(1,050)		(1,050)	110.0%		DUE TO PRICE INCREASES	
4709 Maintenance	10,121	14,035	3,914		3,914	72.1%			
<u>255 Railway Walk & Castle Hill EXPENDITURE</u>									
4709 Maintenance	3,726	1,145	(2,581)		(2,581)	325.4%	3,400	OVERSPEND COVERED BY EMR	
<u>256 Storage Premises EXPENDITURE</u>									
4066 Grenville garage rent	657	626	(31)		(31)	105.0%		PRICE INCREASES	
<u>258 Cemetery Lodge INCOME</u>									
1061 Cemetery Lodge rental income	13,073	11,781	(1,292)			111.0%			
<u>258 Cemetery Lodge EXPENDITURE</u>									
4034 PWLB repayments inc. interest	4,702	4,702	(0)		(0)	100.0%			
4609 Cemetery Lodge maintenance	11,312	3,260	(8,052)		(8,052)	347.0%	7,340	EMR	
<u>260 CCTV EXPENDITURE</u>									
4100 CCTV maintenance	2,304	4,000	1,696		1,696	57.6%			
<u>261 Community Centre EXPENDITURE</u>									
4085 Structural repairs	18,852	30,390	11,538	2,410	9,128	70.0%			
4091 Chamber	889	1,100	211		211	80.8%			
<u>262 Parks General INCOME</u>									
1097 Grants Received	5,873	0	(5,873)			0.0%		INCOME FROM GRANTS APPLIED FOR ***	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	Explanation
<u>262 Parks General EXPENDITURE</u>								
4101 Seats and bins	1,666	1,765	99		99	94.4%		
4102 Dog bins	3,752	13,686	9,934	4,072	5,863	57.2%		
4106 Play area maintenance	4,145	9,316	5,171	44	5,128	45.0%		
4112 Environment Equipment	12,962	11,286	(1,676)	2,286	(3,962)	135.1%		COVERED BY GRANTS RECEIVED (TREES) ***
4122 Tree works	14,179	36,105	21,926	1,760	20,166	44.1%		
4168 Defibrillators	283	550	267		267	51.4%		
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%		
Parks General :- Indirect Expenditure	36,987	89,948	52,961	8,161	44,800	50.2%	0	
Net Income over Expenditure	(31,114)	(89,948)	(58,834)					
<u>264 New Cemetery EXPENDITURE</u>								
4282 New Cemetery PWLB Repayments	0	2,600	2,600		2,600	0.0%		
Grand Totals:- Income	100,929	122,872	21,943			82.1%		
Expenditure	666,625	748,416	81,791	30,047	51,744	93.1%		
Net Income over Expenditure	(565,696)	(625,544)	(59,848)					
plus Transfer from EMR	137,179	0	(137,179)					
Movement to/(from) Gen Reserve	(428,518)	(625,544)	(197,026)					

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	44,596.49	44,596.49
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	-13,689.00	-13,689.00
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	500.00	500.00
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	1,491.69	1,491.69
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	4,914.77	326,054.77

Buckingham Town Council**Environment Committee****Monday 7th April 2025**

Contact Officer: Estates Administrator

Railway Walk Conservation Group Update**1. Recommendations**

- 1.1. Members agree to allocate £700 from 262/4276 Conservation Volunteers and to accept and allocate £200 from Maids Moreton Avenue Conservation Group to fund an additional three sessions of the Trust for Conservation Volunteers (TCV) with the Railway Walk Conservation Group.
- 1.2. It is recommended that a review of the Town's volunteer conservation provision be undertaken in the summer.

2. Key Information

- 2.1. The Trust for Conservation Volunteers (TCV) has confirmed that they can provide an additional three sessions during the summer at a cost of £900. This sum would be used as match funding to enable TCV to apply for further funding to sustain the group's activities through to 2026.

2. Information

- 2.1. In 2022, the Town Council were successful in applying for grant funding from The Heart of Bucks Community Foundation to employ The Trust for Conservation Volunteers (TCV) to coordinate the Buckingham's Railway Walk Conservation Volunteers (RWCV). TCV's role was to form a management committee of volunteers to ensure the RWCV became a viable and sustainable organisation.
- 2.2. In June 2023, TCV received a further grant of £5,000 from the Peacock Trust. This funding allowed TCV to continue running Railway Walk conservation sessions until early 2025 and provided the necessary resources to assist with preparing another funding bid.
- 2.3. In February 2025, TCV supported the volunteers in applying for grant funding from the National Lottery to sustain the group for another year. Unfortunately, the application was unsuccessful, and no funding was secured.
- 2.4. The final session run by TCV is scheduled for April 2025. Without further grant funding, the group will be dissolved, and conservation work will be brought in-house under the management of the Town Council.

2.5. In March 2025, Buckingham Town Council received a donation of £200 from the Maids Moreton Avenue Conservation Group, which is no longer an active group. These funds are designated for use on conservation projects within Buckingham.

2.7. The funding would be administered by TCV. They will use the funding to run additional conservation sessions, all of which will be covered under TCV's insurance policy. All volunteers participating in these sessions will be insured under TCV's policy, and TCV will take responsibility for the work carried out during these sessions. Although the Memorandum of Understanding with Buckingham Town Council (related to the Heart of Bucks funding) will have expired, the Town Council will continue to work in partnership with TCV, ensuring that conservation priorities are aligned.

3. Potential Disruptions Due to Footpath Upgrades

3.1. It is important to acknowledge that planned upgrades to the Railway Walk footpath may result in disruptions to the scheduled conservation activities. Any missed sessions will be rescheduled accordingly.

Buckingham Town Council
Environment Committee
Monday 7th April 2025.

Contact Officer: Estates Manager

Community Centre Flooring Repair

1. Recommendations

- 1.1. Members agree to appoint County Flooring to carry out the repairs to the Community Centre floor at a cost of £7,553.60 (excluding VAT). Funds to be taken from budget Community Centre/Structural Repairs (261/4085).

2. Background

- 2.1. A section of the hardwood flooring in the main hall of the Community Centre has failed due to insufficient support over central heating pipework (approximately 22m x 1.2m). The following remedial work is required:

- Removal and disposal of the existing wooden flooring.
- Removal of the current lagging from the central heating pipes and re-lagging the pipes with thinner material to create additional space for timber support battens.
- Supply and installation of new Canadian Maple wood flooring, designed to match the existing floor, with seamless integration.
- Installation of the new flooring, incorporating additional support battens.
- Sanding and varnishing of the new flooring section to ensure a uniform finish.

3. Budget Costs

- 3.1 Five companies were invited to provide quotes for the required works after the specification was agreed upon. The following companies were approached: Country Flooring, QC Flooring, Buckingham Flooring, Bridge Street Flooring and Harris Flooring.

- 3.2. Unfortunately, only County Flooring provided a quote, the other four companies declined to quote.

Buckingham Town Council
Environment Committee
Monday 7th April 2025.

Contact Officer: Estates Manager/Town Clerk

Community Centre roof

1. Recommendations

- 1.1. Members agree to proceed with obtaining quotes to replace the southern face of the roof of the Buckingham Community Centre

2. Background

- 2.1. This was previously discussed at the Environment Committee meeting held on the 17th February 2025 (minute number 574/24).
- 2.2. The Community centre roof is 43 years old and is not suitable to install a new PV panel system on due to both its age, condition and that the tiles contain asbestos.
- 2.3. Buckingham Town Council currently have access to £23,982 remaining from a New Homes Bonus fund. Buckinghamshire Council have agreed to hold the funds until September, at which point they require an update on the project.
- 2.4. To allow the future fitting of a PV system it is proposed the roof is replaced to the southern side of the building

3. Budget Costs

- 3.1. To remove the old roof tiles and liner, re-line with under-lay and then re-tile the southern side of the community centre roof will cost in the region of £20,000.
- 3.2. Any remaining funds would be used to provide suitable ducts and fittings ready to host a solar array.

Buckingham Town Council
Environment Committee
Monday 7th April 2025

Contact Officer: Lee Philips, Estates Manager

Cemetery Fees

1. Recommendations

1.1. It is recommended that Members agree the cemetery fees for Brackley Road Cemetery listed within the table below.

2. Background

2.1 The cemetery fee uplift happens on an annual basis in line with the October RPI 3.4% figure.

3. Information

3.1 The RPI 3.4% figure as of October 2024 is 3.4% This has been added to the previous fees and rounded to the nearest £.

Brackley Road Cemetery fees:	Residents Fee 2025/26 uplift 3.4%	Non-residents Fee 2025/26 uplift 3.4%
Price to purchase a plot: for 99 years:		
Single Plot - single	£627	£1,255
Double - Side by Side	£1,125	£2,249
Childs Plot (under 18) Cost paid by CFF*	£627	£1,255
Cremated Remains	£143	£566
Interment Fees:		
Single Depth - Adult	£491	£982
- Child (under 18) Cost paid by CFF*	£490	£982
Double Depth	£566	£1,132
Re-open an Existing Grave	£490	£982
Digging Fee for Ashes	£144	£286
Memorial Permits:		
New memorial	£142	£287
Additional Inscription	£68	£144

Memorial permit – (Child under 18) Cost paid by CFF*	£142	£287
Miscellaneous:		
Search Fee	£27	£56
Use of Chapel	£75	£150
Duplicate Deed	£28	£56
Transfer Deed	£28	£56
Deed Renewal Fee	£28	£56
Memorial Seating	Price on request	

Buckingham Town Council
Environment Committee
Monday 7th April 2025

Contact Officer: Estates Administrator

Updates to Brackley Road Cemetery Handbook

1. Recommendations

1.1. Members agree to the following amendments to the Brackley Road Cemetery Handbook.

2. Information

2.1. The proposed amendments are:

Section no.	Addition or Change	Reason/details/Notes
App. C	Updated Fees	Updated fees as already agreed.
4.2	Memorials for cremated remains must not exceed a height of 4 inches.	Update and clarification of memorial requirements for cremated remains plots.



Buckingham Town Council

Brackley Road Cemetery

Buckingham Town Council welcomes all visitors to Brackley Road Cemetery

Please respect the peace and dignity of the facility

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1. General Information

1.1. History of the Cemetery

Brackley Road Cemetery was opened in the 19th Century and has provided a burial place for the residents of Buckingham for over 150 years.

In 2005 Buckingham Town Council took over responsibility for the management and maintenance of the Cemetery. We are committed to improving the Cemetery and ensuring that it is a well-maintained and suitable resting place for loved ones.

1.2. General Enquiries

In the first instance, all enquiries should be made to Buckingham Town Council offices at The Buckingham Centre, Verney Close, Buckingham, Bucks. MK18 1JP(Tel: 01280 816801 or Fax: 01280 816426). Detailed plans and registers are kept in the council offices and information may be sought during office opening hours, which are Tuesday -Thursday 9:30-5:00 and Friday 9:30-3:00.

1.3. Change of Address

It is very helpful when trying to contact the owner of memorials that current addresses are available to the Council. If you change address, please advise the Council without delay. There is no administration fee for change of address.

1.4. Service Standards

The Council would value any comments you may have which could assist us to improve our service in the future.

1.5. Currency of information

All information within this document is correct at the time of printing. Changing legislation and circumstances may, however, cause future revisions to be made (identified by the version date at the bottom of each page) and these will be binding on all Deed holders.

In addition, the Council can accept no responsibility for errors or changes to the contact details provided at Appendix A and Appendix B, which are provided for general assistance only.

2. Brackley Road Cemetery site information

2.1. Location

The Cemetery is located at Brackley Road, Buckingham **MK18 1JA**, near the edge of the town and opposite Pateman Close.

2.2. Opening Times

The Cemetery is open to the public daily from dawn to dusk, with access through the main gates. The Council reserves the right to close the grounds and limit entry at any time.

Brackley Road Cemetery Handbook

2.3. Toilets

There are no toilet facilities at the Brackley Road Cemetery. The nearest public toilets are adjacent to the Kings Head public house, by the Old Gaol in the town centre. A Changing Places facility can be found at the Cornwall's Meadow toilets, next to Shopmobility

2.4. Rubbish

Litter bins and green waste bins are situated around the Cemetery and should be used to dispose of all rubbish including dog waste.

2.5. Dogs

Dogs must be kept on a lead and under control all times and owners are required to clear up after their dogs.

2.6. Watering

Water points are provided for visitors use adjacent to the main entrance and at the entrance of the new extension. **This water is unsuitable for drinking.** Watering cans have been provided and can be found adjacent to the water points, to where they should be returned after use. Please ensure that they are left empty particularly in very cold weather when they can freeze and split.

The addition of pesticides or insecticides to the water, or their use within the Cemetery, is forbidden.

Please also note that at certain times water supplies may be turned off to avoid freezing.

2.7. Memorial Seats

The Council can arrange for the purchase and installation of memorial seats, costs of which are available on request.

The placement and style of seats is restricted and they may only be placed in certain locations in the Cemetery. The Council is not liable for the maintenance, repair or replacement of any memorial benches.

2.8. Security

The Council cannot accept responsibility for the security of any memorials, plants, flowers or other items placed on or around graves or memorial benches.

2.9. Children

Families with children are most welcome to visit the Cemetery, but children must be kept under close supervision at all times.

2.10. Code of Conduct

Whilst visiting Brackley Road Cemetery please do:

- be aware that funerals may be taking place within the cemetery.
- treat other people in the Cemetery with the utmost respect.
- treat the cemetery, graves and memorials with respect.

Brackley Road Cemetery Handbook

Whilst visiting Brackley Road Cemetery, please do not:

- behave in a noisy, disorderly, or indecent manner, be intoxicated or drink alcohol, play any game, or use any abusive language.
- damage or destroy any tree, shrub, plant, headstone, memorial vase, plaque, seat or any other property within the cemetery.
- ride a bicycle, scooter, motorbike or drive any motor vehicle other than those authorised by the Council or which is attending funerals.
- obstruct any officer or any other person employed by the Council in the execution of their duties.
- allow dogs to foul in the burial ground.

3. The Burial Process

3.1. Exclusive Right of Burial

The exclusive right of burial for a period of 99 years may be purchased at the time of submitting a notice for an interment. Burial spaces may be purchased either by residents or non-residents of Buckingham, but please note that non-residents of Buckingham will be subject to higher charges. After the 99 year period the exclusive right of burial may be renewed by the then owner of the right, for which a renewal fee will be payable and the new grant will be subject to the burial regulations then in place.

For the purposes of this document, “Resident of Buckingham” is defined as a person living in the civil parish of Buckingham at the time of death, or a person who has lived in the civil parish of Buckingham within the last five years.

There may be other circumstances in which a person might be deemed a resident of Buckingham, but these are exceptional and each such application in this respect will be considered on its merits by the Town Council.

The selection of grave spaces shall be determined by the Council which will, where possible, take into consideration the purchasers' wishes.

There is no charge for the burial costs of children under 18. Please refer to [Appendix A and C](#) for more details and our current list of charges.

Please be aware that the pre-purchase of burial plots is currently suspended.

3.1.1. Lost Deed of Grant of Burial

Where a Deed of Grant of Burial (Exclusive Rights of Burial) has been mislaid, it will be necessary for the person giving notice of the interment to provide proof of their identity and, if that person is not the Deed Owner, to provide a letter of authorisation from the Deed Owner.

Where the Deed Owner is the deceased, authority for the interment is presumed by Section 10(6) of the Local Authorities Cemeteries Order 1977. In such cases, the next-of-kin and other close relatives are advised to agree who should take the assignment

(or transfer) of the Exclusive Right. A charge is payable for this service – please see **Appendix C** (prices subject to change).

3.1.2 Re-purchase of unused burial plots

If the owner of a Deed of Grant (Exclusive Right of Burial) decides that they do not wish to use an unused burial plot the Town Council may (but is not obliged to) re-purchase the burial plot from the owner. Please contact the office for further information regarding this.

3.2. Interments

Prior telephone booking is required for every interment and this must be confirmed in writing on the Notice of Interment.

Notice of Interment must be given on the Council's printed form and must be completed in full. Responsibility for any errors or omissions rests with the person submitting the Notice. The Notice of Interment must be received by the Council at least three clear working days before the date of interment, unless for religious reasons and agreed with the Buckingham Town Council office. All charges and fees connected with the interment shall accompany the Notice of Interment and cheques should be made payable to "Buckingham Town Council"

Failure to complete the Notice of Interment correctly or within the time specified may lead to a delay in interment and an increase in fees payable.

Please note, for burial interments it may be necessary to temporarily store soil on adjoining graves.

3.3. Certificate for Burial or Cremation

The Certificate for Burial or Cremation, issued by the Registrar of Births and Deaths, must be provided in advance or accompany the burial cortège and will be inspected at Brackley Road Cemetery upon arrival. Burials and cremations cannot take place without such certificates.

3.4. Existing Earthen Graves

Where the interment involves re-opening an existing grave, it will be necessary for the person giving notice to produce the Deed of Grant of exclusive right of burial. Where the name on the deed differs from the name of the person giving notice, a letter will also be required from the Deed Owner authorising the prospective interment in that grave space.

The removal of any monument, headstone, vase or similar structure from a purchased grave to permit the interment shall be carried out to the order of and at the risk and expense of the person requiring the burial, and in good and sufficient time for the grave to be opened by the Council.

The memorial and its foundations should be removed from the Cemetery in its entirety during this time.

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Monuments, headstones, vases or similar structures removed to permit grave re-opening shall be replaced by and at the risk and expense of the Deed Owner as soon as practicable after the interment has taken place.

3.5. Grave care in advance of burial

In the event of poor ground conditions (eg flooding or subsidence), it will sometimes be necessary in the interests of health and safety to delay the interment of remains into a grave until after mourners have left the burial ground.

Should this be the case, every effort will be made to notify funeral directors and families in advance but, if advance notice is not possible, notification will be given to the funeral cortège on its arrival at the burial ground.

Burial Ground staff will prepare the grave in accordance with the joint guidance issued by the Institute of Cemetery and Crematorium Management and the Society of Local Council Clerks.

3.6. Grave care immediately following burial.

Back-filling of graves will not normally begin until mourners are making their way out of the Burial Ground. Graves are then left slightly mounded to allow for settlement, and flowers delivered at the time of the burial will be carefully placed on the grave by Burial Ground staff upon completion of back-filling. No memorials may be placed upon the grave within 6 months unless prior written agreement is received from the Council (this does not include the interment of ashes).

3.7. Hours of Interment

Day of Interment	Times available: April to September	Times available: October to March
Monday to Friday	10.00am to 3.30pm	10.00am to 2.30pm
Weekends and bank holidays	By special arrangement only	By special arrangement only

Immediate burials are allowed only on the grounds of public health.

3.8. Religious Arrangements or Arrangements with the Minister

The remaining grave spaces in Brackley Road Cemetery are un-consecrated. Those persons having charge of the funeral and requiring their burial plot to be blessed are responsible for making the necessary arrangements. Although the Council takes no responsibilities in such matters, prior agreement from the Council must be sought.

3.9. Funeral Cortèges

Whilst in the Cemetery, all funeral cortèges shall be subject to the direction of the funeral director. Musicians accompanying a funeral are welcome; however, to ensure disruption is not caused to other visitors, prior consent of the Council will need to be obtained.

3.10 Scattering of Ashes

Loose scattering of ashes is **not permitted** anywhere in the Cemetery. Ashes may be scattered in a specially prepared grave, or interred in an appropriate container.

3.11. Cemetery Chapel

The building on the right hand side as you enter the Cemetery is a small Chapel that can be used for services prior to burial if so wished, for a small fee. The chapel seats around 32 in pews and has heating, there is a fee for the use of the chapel.

3.12. Burial of pets

The burial of a deceased pet or animal at Brackley Road cemetery is strictly prohibited. (Please contact your local vet who would be able to advise on the best options).

4. Memorials

4.1. Burial Plots

All headstones must have maximum dimensions which should not exceed 75cm high x 60cm wide x 10cm deep (30 x 24 x 4 inches).

A base for the headstone may be placed, to accommodate no more than two flower holders, in front of the headstone if desired, This should be no greater than 60cm wide x 21cm deep x 8cm high (24 x 8 x 3 inches). This excludes the foundation slab its upper surface should be level with the ground. Stainless steel ground anchors and dowels to the approved dimensions must be used. Reference can be made to the BRAMM Blue book for guidance.

As long as these parameters are complied with, the design of the headstone can be tailored to personal requirements (please see paragraph 4.3 Memorial Approval below).

4.2. Cremation Plots

Plots for cremated remains can have a maximum dimension of 46 cm x 46 cm (18 x 18 inches). Memorials must be laid flat and level with the upper surface level to the ground and be no more than 46cmx30cm (18x12 inches) including the base. Memorials for cremated remains must not exceed a height of 4 inches.

Plots in Garden of Rest 2 and 3 can only accommodate one ashes interment.

4.3. Memorial Approval

In order to ensure a better service for the purchaser and a generally higher standard of memorials only BRAMM registered memorial masons will be allowed to work in the Cemetery.

No memorial shall be erected anywhere within the Burial Ground except within a burial plot for which the exclusive right of burial has been granted.

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An application for permission to erect a memorial shall be made on the Council's form and shall contain a dimensioned drawing or illustration of the proposed memorial and a copy of the proposed inscription. This form should be submitted to the Council and be accompanied by the appropriate fee. No memorial shall be permitted unless written permission has first been obtained from the Council.

The grave number and the memorial mason's name may be engraved on the reverse of the memorial, prior to it being erected. A copy of every additional inscription must be submitted to the Council for written consent before the work is commenced.

In giving approval for a memorial the Council will consider the safety of the design and whether it could cause offence.

4.4. Grave Aftercare and Memorials

Newly dug graves will be top-filled and seeded once the ground has settled, which is usually twelve weeks after the burial date (subject to weather and ground conditions). Memorials should not be placed on a grave for the first six months following an interment (this does not include the interment of ashes).

4.5. Memorial Masons

Memorial masons are able to give help and advice on the size and type of headstone. Once a suitable memorial has been chosen, the monumental mason will require the grave number and deed number before its details will be submitted to the Council for approval.

The memorial mason must contact the Council to arrange an appropriate time for the memorial to be installed. This is to ensure there are no interments planned

4.6. Additional Inscriptions

Additional inscriptions to memorials may be arranged by contacting a memorial mason, who will submit the application to the Council for approval. The mason will require the grave number and the grant number before they can submit the application

4.7. Temporary Markers

The Council, at its discretion, will allow a temporary marker to be placed on a grave following an interment, for identification purposes. A marker of no more than 30cm high 30cm wide (1ft x 1ft) is permitted for a period not exceeding one year. The Council reserves the right to remove markers from the Burial Ground after this time.

4.8. Kerb Edging

Kerb edging is allowed to be erected around graves in the cemetery. Permission from the Town Council must be obtained for the installation of kerb edging by following the memorial approval guidance in section 4.3.

The permitted size for a single plot kerb set is 6'6"x2'6" (2mx76cm). Double plot kerb edging is permitted but must be discussed with the cemetery manager before approval is sought as there are different constraints depending on location within the cemetery.

4.9. Maintenance of Memorials

The grave Deed Owner is responsible for ensuring that the memorial is kept in a good state of repair and shall also be responsible for removing the memorial to give access for re-opening of the grave should the need arise.

If the Council has to repair or make safe any memorial, for whatever reason including but not limited to lack of maintenance, inadequate installation or vandalism, the Council reserves the right to recover any costs incurred from the Deed Owner.

If a kerbed memorial is placed, then the grave Deed Owner is responsible for maintaining the space inside the kerbs.

4.10. Removal of Memorials

From time to time it may be necessary for the Council to temporarily remove a memorial to allow excavations of an adjacent grave. The Council will endeavour to contact the Deed Owner before such work commences but, if this proves impossible, the work will be authorised without advice to the Deed Owner.

The costs in such circumstances will be borne by the Council.

4.11. Memorial Testing

Burial Ground staff will check the safety of all memorials in the cemetery periodically. The Council will issue public notifications when testing is due to start, via the press, social media and our own communication channels.

If any memorial is found to be unsafe, the Deed Owner is responsible for the costs of repair to the memorial. The Council will endeavour to contact the Deed Owner so that these repairs can be made.

5. Tributes – Floral and other

5.1. Planting of graves

Planting on graves is permitted. The planting of trees and large shrubs is forbidden, and planting at the rear of headstones or to the sides of cremation tablets is not permitted due to its impact on other burial plots.

The maintenance of this area and immediately around the headstone or tablet is the responsibility of the Deed Owner.

5.2. Vases and other Plant Containers

Vases and plant containers may be placed on individual graves. Due to health and safety considerations, such containers must not be of breakable materials. In this context, "breakable materials" are construed as glass, china, ceramic, terracotta etc. When assessing the potential breakability of items, the Council will always take a more cautious approach.

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Any ornaments/containers must be kept off any grass areas to allow for grass cutting placing the items on a slab or having them sectioned off using edging is recommended.

Any containers etc construed as being “breakable” shall be removed by the Burial Ground staff and held at the Town Council offices. The Deed Owner will be notified of its removal, and if the item has not been collected after a period of three months, it will (as appropriate) either be donated to a charity or destroyed. In implementing this policy, the Council will not be held responsible for any loss or damage to items removed.

Other items that could cause problems for site maintenance such as stones, gravel or shells (which could get caught in or projected by mowing machinery) are not permitted and will be removed from the grave site.

A maximum of two free standing stone vases are permitted but must be located within the planted area in front of the headstone, or to the rear of a cremation tablet. They should measure no more than 23cm x 23cm or (9 x 9 inches) for headstones, or 16cm x 16cm or (6 x 6 inches) for cremation plots. A maximum of two free standing vases are permitted.

5.3. Tributes – Floral

Floral tributes left at the time of the funeral will be removed by the Burial Ground staff once they have become wilted.

Visitors are requested to remove any wreaths or flowers placed on a grave as soon as they become wilted, otherwise they will be removed by the Burial Ground staff.

5.4. Tributes – Other

Ornaments and toys may be left on graves, at the Council’s discretion. Items which are offensive or disrupt the peace (wind chimes for example) will be removed by the Burial Ground staff. The Deed Owner will be notified of its removal, and if the item has not been collected after a period of three months, it will (as appropriate) either be donated to a charity or destroyed. In implementing this policy, the Council will not be held responsible for any loss or damage to items left on graves.

6. Glossary of Terms

“The Council” means Buckingham Town Council

“The Cemetery” means Brackley Road Cemetery, Buckingham

“The Deed Owner” means the person who legally owns the plot, (ie the name of the person that appears on the deed of ownership)

“Memorial” means any headstone placed on or laid over or upon any grave space

“The Clerk” means the Town Clerk of the Council or any person for the time being authorised by the Council to act on their behalf

“Parishioner” means those living within the parish of Buckingham only

“Burial Ground Staff” means employees or agents of Buckingham Town Council.

7. Application Forms and other Relevant Documents

Right of Burial Deeds

Memorial Application Form

Statutory Declaration for Right of Burial

Application for Interment

Assignment of Right of Burial

Application for purchase of Exclusive Rights of Burial

Change of Address Form

If none of the above applies, please contact Buckingham Town Council, Buckingham Centre, Verney Close, Buckingham, Bucks. MK18 1JP (Telephone 01280 816801 or email cemetery@buckingham-tc.gov.uk)

Disclaimer: Whilst every effort is made to ensure accuracy, Buckingham Town Council cannot in any circumstances accept responsibility for errors, omissions or advice given in this publication

Appendix A: Arranging a Funeral – Some helpful advice

Most people choose to entrust their funeral arrangements to a professional funeral director.

Choosing a Funeral Director

Ask for a detailed description of costs and a price list when getting a quote.

When seeking a quote by telephone, ask for it to be confirmed in writing.

Try and get quotes from more than one company.

Check whether the Funeral Director is qualified and holds the diploma in funeral directing (Dip.Fd.) or a certificate in funeral practice (Cert.F.P).

If you have doubts, find out whether they are a member of any of the trade associations:

National Association of Funeral Directors (NAFD)

The Society of Allied and Independent Funeral Directors (SAIF)

The Funeral Standards Council (FSC).

What Does a Basic Funeral Consist of?

- a. NAFD and SAIF state that a “simple, basic funeral” should comprise:
- b. Making all necessary funeral arrangements and providing professional advice.
- c. Removal of the deceased to a suitable resting place.
- d. Provision of a simple, veneered coffin and conveyance by hearse direct to a local cemetery or crematorium.
- e. Providing the funeral director and all necessary staff.
- f. All necessary disbursements.

Funeral Costs For A Child

From 23rd July 2019 the costs for a funeral for a child can be claimed from the government’s Child Funeral Fund.

Any claim for funding is made by the funeral directors and burial authority themselves, and not by the family. The burial costs that can be covered by the fund include:

1. Purchase of burial plot and right of burial deed
2. Carrying out the burial
3. Permission to erect a memorial.

Please speak to your funeral director about other funeral costs that can be funded by the scheme.

The Child Funeral Fund covers the costs of burials for children under the age of 18 and over 24 weeks of pregnancy. For Burials not covered by the Child Funeral Fund, i.e. under 24 weeks of pregnancy, Buckingham Town Council will reduce the burial fees by 80%. This includes the interment fee, purchase of the burial deeds and memorial permit fee. Please contact the Town Council office for the fees and any queries.

Planning a Funeral Service

Some Useful Facts

1. There is no legal requirement to have any kind of funeral ceremony at all.
2. There are no legal statutes governing what form any ceremony should take.
3. You are not required to use a clergyman.
4. The funeral service does not have to be in a licensed building (unless you want an Anglican service in England).
5. You are not required to use a coffin (but may be required to use one by local bylaws if using an official cemetery or crematorium).

If you would prefer a Green, Alternative or DIY Burial more advice can be sought from your funeral director or from the Natural Death Centre (Telephone 0207 359 8391) or from A B Welfare and Wildlife Trust (Telephone 01423-530900 / 868121).

Appendix B: Charities and Counselling Services to help the bereaved

Asian Family Counselling Service

Tel: 0208 571 3933

<https://asianfamilycounselling.org> Provides support and advice to the bereaved.

At a Loss

www.ataloss.org

Network of support and signposting, helping bereaved people finding support and wellbeing

British Association for Counselling

Tel: 01455 883 300

www.bcap.co.uk Provides details of counselling organisations and services

Bereavement Advice Centre

Tel: 0800 634 9494

www.bereavementadvice.org Can direct callers to the organisation best suited to their individual circumstances.

Bereavement Register

Tel: 020 7089 6043

www.thebereavementregister.org.uk Supplies name of recently deceased to mail order companies to halt unwanted mail

British Holistic Medical Association

www.bhma.org Self-help tapes and relaxation techniques

Humanists UK

Tel: 020 7324 3060

www.humanism.org.uk Information on non-religious funerals.

Child Bereavement UK

Tel: 0800 02 888 40

www.childbereavementuk.org Provides support and counselling for bereaved families

Cruse Bereavement Care

Tel: 0808 808 1677

www.cruse.org.uk Promotes the well being of bereaved people and provides help in understanding grief and coping with loss.

Citizens Advice

Tel: 01280 829 761

www.citizensadvice.org.uk Advice about death, bereavement and financial matters

Cremation Society of Great Britain

Tel: 01622 688 292/3

www.cremation.org.uk Provides information on your nearest crematorium and advice on what to do.

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Jewish Bereavement Counselling Service

Tel: 0208 951 3881

www.jbcs.org.uk Counselling services for the Jewish faith.

The Lullaby Trust (formerly FSID)

Tel: 0808 802 6868

www.lullabytrust.org.uk Support for those bereaved by sudden infant death syndrome.

Macmillan

Tel: 0808 808 0000

www.macmillan.org.uk Information and support for families affected by cancer.

Miscarriage Association

Tel: 01924 200 799

www.miscarriageassociation.org.uk Information and support for those faced with pregnancy loss.

National Association of Memorial Masons

Tel: 01788 542 264

www.namm.org.uk Provide a list of members and a code of practice

National Association of Funeral Directors

Tel: 0121 711 1343

<https://nafd.org.uk> Provide information and advice on Funeral Directors

National Society of Allied and Independent Funeral Directors

Tel: 0345 230 6777

<https://saif.org.uk> Provide information and advice on Funeral Directors

Roadpeace

Tel: 0845 4500 355

www.roadpeace.org National charity for road traffic victims.

SANDS: Stillbirth and Neonatal Death Society

Tel: 0808 164 3332

www.sands.org.uk Provides support and information for bereaved parents, family and friends.

Samaritans

Tel: 116 123

[Available at any hour to befriend people facing a personal crisis, including bereavement](#)

Switchboard: LGBT+ Helpline

Tel: 0300 330 0630

www.switchboard.lgbt Provides support and advice to the LGBT+ community.

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UKSOBS

Tel: 0300 111 5065

www.uksobs.org Provides support for Survivors of Bereavement by Suicide

Way Foundation (Widowed And Young)

www.widowedandyoung.org.uk National Charity in the UK for people aged 50 or under when their partner died.

All information within this section is correct at time of printing. It is by no means exhaustive and other advice and counselling services are available.

If you have any information which could be added to this section, the Town Council would welcome your recommendations.

Appendix C: Brackley Road Cemetery Fees: 2025/26

Brackley Road Cemetery fees:	Residents Fee 2025/26 uplift 3.4%	Non-residents Fee 2025/26 uplift 3.4%
Price to purchase a plot: for 99 years:		
Single Plot - single	£627	£1,255
Double - Side by Side	£1,125	£2,249
Childs Plot (under 18) Cost paid by CFF*	£627	£1,255
Cremated Remains	£143	£566
Interment Fees:		
Single Depth - Adult	£491	£982
- Child (under 18) Cost paid by CFF*	£490	£982
Double Depth	£566	£1,132
Re-open an Existing Grave	£490	£982
Digging Fee for Ashes	£144	£286
Memorial Permits:		
New memorial	£142	£287
Additional Inscription	£68	£144
Memorial permit – (Child under 18) Cost paid by CFF*	£142	£287
Miscellaneous:		
Search Fee	£27	£56
Use of Chapel	£75	£150
Duplicate Deed	£28	£56
Transfer Deed	£28	£56
Deed Renewal Fee	£28	£56
Memorial Seating		

*CFF is the Child Funeral Fund, a government scheme that began in 2019 to help pay for the costs of funerals for children under 18. For more information about the scheme visit: www.gov.uk/child-funeral-costs

For Burials not covered by the Child Funeral Fund, for example, under 24 weeks of pregnancy, please contact the Town Council office for the fees and any queries.

**Buckingham Town Council
The Buckingham Library**

**Verney Close
Buckingham
Bucks**

MK18 1JP

Email: cemetery@buckingham-tc.gov.uk

Telephone: 01280 816801

BUCKINGHAM TOWN COUNCIL
ENVIRONMENT COMMITTEE
Monday 7th April 2025

Contact Officer: Sam Hoareau, Town Centre and External Facilities Manager

Hire Rates Increase for Lace Hill Sports & Community Centre (LHSCC)

1. Recommendations

- 1.1. It is recommended that Members agree the increased room hire rates as proposed below and continue to offer '10 for the price of 9' as a long-term booking incentive.
- 1.2. It is recommended that Members note the pitch fees will rise by 4% as per the hire agreement with Buckingham United.

2. Information

- 2.1. A review of the room hires and pitch hire rates are undertaken each year to comply with the Council's financial regulations.
- 2.2. Below are the current set of room hire rates for LHSCC.

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£12.50	£15.50	£14.50	£18.50
Adult / Commercial	£14.50	£20.00	£17.50	£35.00

Book 10 hours / sessions and get 10 for the price of 9.

All Badminton bookings to be charged at Weekday Concession rate.

Additional charges may apply for Bank Holiday bookings, Christmas, and New Year. Please enquire for further information.

3. Proposed New Room Hire Rates For 2025/26

3.1. It is recommended that most fees should rise by only 50p, if fees rise too quickly, we risk losing long established and reliable hirers. However, it is more expensive to have staff working at the weekend and the hire rates for the Committee Room need to rise to reflect this. Therefore, it is recommended to increase the adult/commercial rate by £1.

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£13	£16	£15	£19
Adult / Commercial	£15	£21	£18	£35.50

Book 10 hours / sessions and get 10 for the price of 9.

All Badminton bookings to be charged at sports hall weekday concession rate.

Additional charges may apply for Bank Holiday bookings, Christmas, and New Year. Please enquire for further information.

3.2. Our regular hirers are at the forefront of our considerations which is why we continue to provide a long-term booking benefit of 10% discount which is the *10 for the price of 9* offer.

3.3. Badminton hires have always had a separate reduced rate. They are minimal impact hires and often fill small gaps when the hall is not in use. It is proposed that the badminton rate is charged at the same rate of the concession weekday.

4. Sports Pitch Hire Charges

4.1. The Town Council have a 10 year contract with Buckingham United and it has been agreed that fees will rise by 4% each year.

4.2. Current fees

	Casual Booking			Full Permit (30 games)	
	Per 2 Hr Session	Pitch Only	Pitch, Dressing Rooms & Showers	Pitch Only	Pitch, Dressing Rooms & Showers
Adult (Base)	£100.35	£1393.60	£1672.58	£2787.64	£3345.17
Junior (20% Discount)	£80.28	£1115.05	£1338.06	£2230.11	£2676.13

4.3. 2025/2026 fees

Rates	Casual Booking	Half Permit (15 games)		Full Permit (30 games)	
	Per 2 Hr Session	Pitch Only	Pitch, Dressing Rooms & Showers	Pitch Only	Pitch, Dressing Rooms & Showers
Adult (Base)	£104.36	£1,449.34	£1,739.48	£2,899.15	£3,478.98
Junior (20% Discount)	£83.49	£1,159.65	£1,391.58	£2,319.31	£2,783.18