

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY.
Tel; 01480 819407

Notice of meeting: **Annual Parish Council Meeting**

Time: 7.00pm

Date: Tuesday 9 May 2023

Venue: Village Hall

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below. The meeting is open to the public (including press).

If a member of the public wishes to attend this meeting, please contact the Clerk providing your name, email address and contact number by emailing to clerk@buckdenpc.org.uk

If you wish to join Parish Council meeting remotely, please email the clerk for a Zoom invite providing your name and email address.

Ramune Mimiene
Clerk
Buckden Parish Council
2 May 2023

AGENDA

- 05-01 To Elect a Chairman and the Chairman to declare acceptance of office**
- 05-02 To Elect a Vice Chairman**
- 05-03 Apologies for absence.**
To receive and accept apologies for absence.
- 05-04 Declarations of Interest**
To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.
- To receive written requests for Disclosable Interest dispensations.**
- 05-05 Minutes**
05-05/1 To agree and sign the minutes of the Parish Council meeting held on 11 April 2023.
- 05-05/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.**
- 05-06 County and District Councillor Reports.**
05-06/1 To receive a report from County Councillor Ken Billington
05-06/2 To receive a report from District Councillor Martin Hassall
- 05-07 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.**
Members of the public may have up to three minutes each. Items to be addressed should be notified to the Clerk three working days in advance of the meeting.
- 05-08 The Council currently has 1 vacancy**

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To co-opted to fill the vacancy on the Parish Council.

05-09 Chairman's report, report attached

Questions on the report

05-10 To confirm meetings dates for the year

05-11 To review Councillors Roles and Responsibilities

05-12 Finance, report attached, Cllr S Ashwell.

Questions on the report.

05-12.1 Proposal: To adopt the attached, amended Donations and Grants Policy and Procedure with a 2-year review period. Finance AG Appendix – item 2

05-12.2 To Note: Summaries of collated end-of-year Income & Expenditure totals against budgets, with information on significant variances. Finance AG Appendices – items 3.1 and 3.2

05-12.3 Proposal: To fund in full the following costs for the Roundabout magazine Christmas cover competition.

£250 for the prizes and approximately another £200 for a double page colour insert in The Roundabout. There might also be some small costs for printing the mock covers.

05-12.4 Proposal: To agree the Earmarked Reserves reviewed by the Finance AG as an appropriate position for the start of the 2023-24 financial year. Finance AG Appendix – items 5.1 and 5.2.

05-12.5 Proposal: To approve the updated BPC Investment Strategy for 2023-24. Finance AG Appendix - item 8.

05-12.6 Quarterly accounts (quarter 4) - as per Parish Council Financial Regulation 2.2. to be verified on completion

05-12.7 To approve May 2023 Payments for Sanction.

05-13 Flood Advisory Group, verbal update, Cllr J Thelwall.

05-14 To Consider Planning Committee Report

05-14/1 To note the Minutes of the Meetings on 11 April 2023.

05-14/2 To note that Planning meeting was held tonight prior to the PC meeting.

05-15 Large Scale Planning Advisory Group, verbal update, Cllr J Thelwall.

05-16 Compliance Advisory Group, no report, Cllr C Underwood.

To review BPC Policies and procedures:

- Standing Orders including Dispensation Form and Code of Conduct
- To discuss procedures for review of policies

05-17 General Purposes and Cemetery Advisory Group, no report

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- 05-18 Climate Change Mitigation Advisory Group, no report, Cllr A Jones.**
- 05-19 Highways and Sustainable Transport Advisory Group, no report, Cllrs G Sansom**
Meeting scheduled on 15th May.
- 05-20 Green infrastructure and Biodiversity Advisory Group, no report, Cllr C Underwood**
Meeting scheduled on 16th May.
- 05-21 Village Hall Liaison, report attached, Cllr C Underwood.**
Questions on the report.
- 05-22 Allotments Advisory Group, no report, Cllr C Underwood**
Meeting scheduled on 11th May.
- 05-23 Communications Advisory Group, report attached, Anne Howell-Jones.**
Questions on the report.
- 05-24 Staffing Advisory Group, verbal update, Cllr C Underwood**
- 05-25 Correspondence, matters remaining unresolved, Cllr C Underwood.**
- 05-26 To note points of Communication to the Parish, Cllr C Underwood**
- Confidential Matters, if required.**
- EXCLUSION OF THE PUBLIC AND PRESS**
- 05-27** That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960
- 05-28 Date of the next meeting is Parish Council Meeting which will be held on Tuesday 13 June 2023 at 7pm at the Village Hall.**

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