

BUCKDEN PARISH COUNCIL

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

Minutes of the Buckden Parish Council Meeting held on Tuesday 8 April 2025 at 7.00pm at Village Hall

Present:

Councillor: Peter Clark, Chair

Councillors: Caroline Underwood, Anne Howell-Jones, John Thelwall, Aidan Joy, Simon Leggate, Mark Williams, Dave Duncan, Catherine Griggs, Dave Duncan, Gearld Sansom

Clerk: Ramune Mimiene

HDC Cllr Martin Hassall

CC Cllr Ken Billington

2 members of the public

MINUTES

04-239 To receive and accept apologies for absence.

Cllrs E Lankfer, Anita Pancholi-McCann, Madeline Fraser, and Kelly Thomson sent apologies for absence which were accepted.

04-240 Declarations of Interest

To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.

Cllr PC declared interest in Finance Agenda item: Expenses claimed re the trip to London to meet the MP.

To receive written requests for Disclosable Interest dispensations – None.

04-241 Minutes

04-241/1 To agree and sign the minutes of the Parish Council meeting held on 11th March 2025.

Proposed by Cllr MW, seconded by Cllr JT, all in favour and it was RESOLVED that Minutes are approved as true and correct record of the meeting with the above amendments.

04-241/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.

Noted.

04-242 County and District Councillor Reports.

04-242/1 To receive a report from County Councillor Ken Billington

Thanks to Cllr KB who has served the village for 4 years as a County Cllr, this being the last meeting Cllr KB is attending.

CC Cllr KB reported that it was a great pleasure to resolve issues in Buckden.

Meeting re Mill Rd re buffer zone was successful. Double yellow lines done now fading in dust towards the rail crossing. Lack of HGV signs in High Str. Potholes are going to be redone at Hardwick Lane. Flood group is fully functional and joined other local groups.

Consider LHI scheme for Bridge works bid due to safety issue. Highways group to action it.

04-242/2 To receive a report from District Councillor Martin Hassall

Tribute to CC Cllr KB for working very well together.

Report can be found on the website together with other Agenda reports.

THE Parish Council responded to the Call for Sites consultation, but new sites have been allowed to be added by HDC due to the tilted balance situation.

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04-243 Co-option to the Council

One interested party enquired about the role but decided not to put an application forward.

04-244 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.

T Hayward spoke about footpath between north end of Southoe going up into Buckden. We had previously asked for this path to be made a Public Right of Way but were refused. There used to be another path on Towers land which was closed around 1988. At a future meeting with Father Paul Smyth he will be asked whether it could become a permissive path.

A member of the public asked a question about Allotments being closed. The chairman explained that we will be discussing this tonight.

Resident also mentioned potholes which damaged his vehicle; resident's Insurance provider stated that funds could be claimed from the Council for the damage. BPC explained that we are not responsible body for road repairs and therefore, cannot advice on this matter.

04-245 Chair's update, report attached, Cllr P Clark

Questions on the report.

CC Cllr KB left the meeting

Notice to quit Allotments site had been received from Savills effective from 6 April 2026. Agreed to seek information relating to the letter received from Savills who are acting on behalf of Church Commissioners. **Cllr JT** agreed to contact the agent and seek further information as it could be that the notice to quit refers to access only as the outline planning permission excludes the allotments but includes access.

04-246 Roundabout Magazine, report attached, Cllr Underwood

Councillors were asked to consider support that can be offered.

Urgent need for somebody to help to run their website is needed. Cllrs are asked if they can help or know somebody who could help. We could advertise on social media to help them.

04-247 Trustees of the CIO of James South and William Burberry (Buckden Almshouses Charity)

To consider whether to nominate a Trustee for a period of 5 years.

With sudden death of Alec McAndrew, the Charity is one Trustee short.

BPC have the right to nominate 2 trustees.

The nominee does not need to be a BPC Cllr.

The Charity meets four times year, there may be an occasional emergency meeting. The Charity is financially stable and hoping to be able to build 6 more Almshouses in the near future.

If no nominees received, the Charity would advertise on social media.

Cllr MW expressed interested in joining, he will make a decision by the next BPC meeting at which a decision will be made.

04-248 Compliance Advisory Group, report and Operational Plan attached, Cllr C Underwood.

Proposal to approve Operational Plan 2025-26

Proposed by Cllr CU, seconded by Cllr AHJ, all in favour and it was RESOLVED that Operational Plan is approved.

Reminder that Terms of Reference are going to be reviewed at the next meeting. New targets from the Operational Plan need to be incorporated into each of ToR.

04-249 Finance, Cllr M Williams

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04-249/1 To note January and February accounts have been verified by Cllr GS - as per Parish Council Financial Regulation 2.2. – noted.

HDC Cllr MH and 1 member of the public left the meeting

04-249/2 To Approve Revised Financial Regulations based on the model produced by the National Association of Local councils (NALC)

Proposed by Cllr PC, seconded by Cllr CU, all in favour and it was RESOLVED that Financial Regulations are approved subject to minor tidying up.

A new Model of Standing Orders have now been received from NALC, and proposed revisions to the BPC Standing Orders will be brought to the next Council meeting for approval

04-249/3 To approve April 2025 Payments for Sanction

The suggestion was made that our website support contractor might be asked to help with the Roundabout website.

For Payments details, please see **Appendix 1** Lists 1 and 2.

Proposed by Cllr MW, seconded by Cllr GS, one abstention by Cllr PC, all in favour and it was RESOLVED that the payments are approved.

04-250 Flood Advisory Group, report attached, meeting held on 28th March, Cllr A Joy

No questions on the report.

Flood/ Emergency plan is going to be considered by the AG.

04-251 Planning Committee Cllr P Clark

04-251/1 To note the Planning Meeting Minutes of 11th March 2025 – noted.

04-251/2 To note that Planning meeting that was held prior to the PC meeting – noted.

04-252 Large Scale Planning Advisory Group, no report, Cllr J Thelwall.

We have been notified that contracts have been exchanged re Silver Street development. The Large Scale Advisory Group will be dealing with this soon.

Pasturelands are still in progress.

04-253 Neighbourhood Plan Advisory Group, no report, Cllr J Thelwall

04-254 Village Maintenance Committee, meeting held 21 March 2025, minutes attached, Cllr A Howell-Jones

Review of Playground Facilities, report attached.

No questions on the minutes and the report.

The quote for our Play Area equipment repairs is £10,920.96. The Play Area is extremely well used and is a fabulous asset to the village, but it is very outdated and is too small for the growing community.

Suggested to get residents feedback on the use of the Play Area.

MUGA area is not maintained by BPC, it is VHT responsibility.

BPC are meeting with VHT on 29th April and will discuss this matter then, including any possibility of expanding the play area and a joint approach for both the MUGA and Play Area.

Cllr AHJ will prepare a report for this meeting.

Cllrs PC and CU will approach VHT and report back.

The Clerk to check with K&M Lighting re quote for the streetlights' maintenance contract.

04-255 Highways and Sustainable Transport Advisory Group, verbal update, next meeting 28th April 2025, Cllrs G Sansom and C Underwood

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Cllr GS has been in contact communications with NH.

Hardwick Lane potholes and verges are going to be repaired.

MVAS installation at Lucks Lane is now waiting for the date from CCC – poles are in, units to follow.

Bus survey was completed by Cllrs GS and PC.

Cllr CG reported that Speedwatch Team have got plenty of people to run next sessions on 17th

April evening (requested on the High Street), 7th May and 22 May all way up through till July.

MVAS maintenance – managing the current ones and new one will be discussed at the next AG meeting. **The Clerk** to check when the current contractor started.

04-256 Green infrastructure and Biodiversity Advisory Group, meeting held 18th March 2025, report attached, Cllr C Underwood

No questions on the report.

Verbal update provided.

04-257 Climate Change Mitigation Advisory Group, no report, verbal update, Cllr M Fraser

No report.

04-258 Village Hall Liaison, notes from meeting held 6th March 2025, report attached; update on BVHT grant application attached, Cllrs P Clark and C Underwood

No questions on the report.

VHT obtained in grants £169,000 on sustainable and environmental improvements.

BPC at the last meeting agreed to provide a Grant to VHT and allocate it from CIL funds.

04-259 Allotments Advisory Group, no report, next meeting be held 14th April 2025, Cllr C Underwood

Nothing to report.

04-260 Communications Advisory Group, Cllr A Howell-Jones

No meeting held, no update.

Speeding at Lucks Lane was picked up as needed response to Facebook complaint.

04-261 The Hub, no report, next meeting end of April 2025

Meeting held with Shakespeare at the Towers report attached, Cllr A Pancholi-McCann

No questions on the report.

Meeting with Shakespeare at the Towers was very productive. This is their first year at The Towers. Report issued by Assistant Clerk was extremely good and the follow up done.

04-262 Correspondence, matters remaining unresolved, the chair

Points agreed.

04-263 To note points of Communication to the Parish

Noted.

04-264 Confidential Matters

None.

04-265 The next Parish Council Meetings:

- **Annual Parish Council meeting on Tuesday 13th May 2025 at 7pm at the Village Hall**
- **Annual Assembly will be held on Tuesday 20th May 2025 at 7pm at the Village Hall**

Meeting finished at 8.45pm

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Appendix 1

List 1

Buckden Parish Council

Expenditure transactions - payments approval list

Start of year 01/04/24

No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference
2259	BACS2504 08HDC.MM	£39.00	£0.00	£39.00	£39.00	06/03/25		HDC - Active Lifestyles MM 20th Feb	£39.00
2260	BACS2504 08HDC.Teens	£282.60	£0.00	£282.60	£282.60	06/03/25		HDC - Teens activities 19 and 20 Feb 25	£282.60
2258	BACS2504 08JimsTowbar	£645.00	£107.50	£537.50	£645.00	10/03/25	INV0319	Jims Towbars - Installation of a tow bar to groundstaff	£645.00
2273	BACS2504 08AmazPaint	£56.99	£9.50	£47.49	£56.99	11/03/25	GB50041Z5DQ Z5I	Amazon EU - Phone box - book exchange refurbishment	£56.99
2274	BACS2504 08AmazHolder	£13.59	£2.27	£11.32	£13.59	11/03/25	GB5JGSOABE Y	Amazon EU - Book exchange - leaflets holder	£13.59
2275	BACS2504 08AmazBoard	£31.31	£5.22	£26.09	£31.31	11/03/25	126747341	Amazon EU - Memo Board BT Box	£31.31
2261	BACS2504 08IbbettsMow	£405.28	£67.55	£337.73	£405.28	12/03/25		Ibbetts - Stahl blower - replacement	£405.28
2271	BACS2504 08Cartridge	£36.46	£6.08	£30.38	£36.46	17/03/25	GB5L5D3ABEY	Amazon EU - Cartridge for Cllr	£36.46
2255	BACS2504 08VikingInk	£73.98	£12.33	£61.65	£73.98	18/03/25	5591204	Viking - Cartridge for office stationery	£73.98
2256	BACS2504 08Glassblade	£120.00	£20.00	£100.00	£120.00	18/03/25		Glassblade Ltd - 2 months website support 18 Mar to 17 May 2025	£120.00
No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference
2254	BACS2504 08BVHTStacy&P	£71.10	£0.00	£71.10	£71.10	19/03/25	SI-985955	BVHT - Stay and Play 10 and 24 March 2025	£71.10
2250	BACS2504 08BVHT_MM	£90.84	£0.00	£90.84	£90.84	20/03/25	SI-985957	BVHT - Making Memories room hire 6, 13, 20th March 2025	£90.84
2251	BACS2504 08BVHT-AW	£83.40	£0.00	£83.40	£83.40	20/03/25	SI-985956	BVHT - Room hire for AW meeting and PAT	£83.40
1		£50.40	£0.00	£50.40		CNCL	PAT testing		
2		£33.00	£0.00	£33.00		CNCL	Room hire for AW meeting		
2257	BACS2504 08PC	£39.80	£0.00	£39.80	£39.80	20/03/25		Cllr Travelling expenses	£39.80
2262	BACs250408Pear	£228.00	£38.00	£190.00	£228.00	20/03/25	145470	Pear Technology Services Ltd - Churchyard mapping 2 hrs	£228.00
2263	BACS2504 08Savills	£255.00	£0.00	£255.00	£255.00	24/03/25	988961	Savills - Allotments rent 11.10.24 - 05.04.25	£255.00
2269	BACS2504 08TBPC	£850.00	£0.00	£850.00	£850.00	24/03/25	55514	The Business Printing Company - Roundabout Booklets April 2025	£850.00
2268	BACS2504 08Towers	£324.00	£0.00	£324.00	£324.00	26/03/25		Claretian Missionaries Trust - Making Memories Afternoon Tea	£324.00
2267	BACS2504 08Amey	£93.55	£15.59	£77.96	£93.55	28/03/25	101254059	AmeyCespa (East) Ltd - Mixed General Waste 4, 11, 18 and 25 Mar 2025	£93.55

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No	Payment Reference	Gross	Vat	Net	To pay	Invoice date	Invoice no.	Details	Payment Reference
2264	BACS2504 08MM_	£71.20	£0.00	£71.20	£71.20	31/03/25	094	MM class	£71.20
2265	BACS2504 08Ibbetts2	£138.61	£6.44	£132.17	£138.61	31/03/25	102866	Ibbetts - Handymen supplies	£138.61
2266	BACS2504 08RM	£173.50	£0.00	£173.50	£173.50	31/03/25		Planting expenses - reimbursement	£173.50
2272	DD250407 Shell_	£3.60	£0.60	£3.00	£3.60	31/03/25		Shell Buckden - Admin fee	£3.60
Total		£4,126.81	£291.08	£3,835.73	£4,126.81				

List 2:

Expenditure transactions - approval list

Cheque	Gross	Vat	Net	Heading	Invoice date	Details	Cheque Total
BACS2504 08CAPALC. NAL	£817.27	£0.00	£817.27		01/04/25	CAPALC - CAPALC, NALC and DPO	£817.27
	£556.77	£0.00	£556.77	1005		CAPALC membership	
	£210.50	£0.00	£210.50	1005		NALC membership	
	£50.00	£0.00	£50.00	1005		DPO membership	
BACS2504 08ICCM	£105.00	£0.00	£105.00	1005	01/04/25	ICCM - Membership renewal	£105.00
BACS2504 08CAPALC 2	£25.00	£0.00	£25.00	1015/3	01/04/25	CAPALC - AGAR session 29th Mar 25	£25.00
BACS2504 08MB	£26.90	£0.00	£26.90	1007/3	02/04/25	Mark Burgess - Fred's plaque	£26.90
BACS2504 08SLCC	£327.60	£0.00	£327.60	1005	04/04/25	SLCC - Membership renewal - split between 2 other PCs	£327.60
Sub Total	£1,301.77	£0.00	£1,301.77				
	£7,860.95	£0.00	£7,860.95		Confidential		
Total	£9,162.72	£0.00	£9,162.72				