

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 13 May 2025
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).

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 by emailing clerk@buckdenpc.org.uk

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

Ramune Mimiene
Clerk
Buckden Parish Council
7 May 2025

AGENDA

- 05-001 To receive and accept apologies for absence.**
- 05-002 To elect a chair and chair to sign the acceptance of office form**
- 05-003 To elect a vice chair**
- 05-004 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.**
- 05-005 Minutes**
05-005/1 To agree and sign the minutes of the Parish Council meeting held on 8th April 2025.
05-005/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.
- 05-006 County and District Councillor Reports.**
05-006/1 To receive a report from County Councillor Liam Beckett
05-006/2 To receive a report from District Councillor Martin Hassall
- 05-007 Co-option to the Council**
To consider any applications received
- 05-008 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.**
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05-009 Chair's update, report attached, Cllr P Clark

Proposal 1: That we agree in principle to purchase the land at a price to be agreed; that we include in the negotiation the land behind No 61 Silver Street with a view to either acquiring it or having the right to buy it at an agreed price or, at worst, a permanent right to use it for car parking and the handymen's hut, the allotments shed and other buildings now on the access way, but with the covenants regarding the use of both parcels of land.

Proposal 2: That we engage our own Surveyor to provide us with a valuation.
Questions on the report.

05-010 Trustees of the CIO of James South and William Buckden (Buckden Almshouses Charity)

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

05-011 Compliance Advisory Group, report attached, Cllr C Underwood.

05-011/1 To appoint Members of Advisory Groups and Committees and chairs of Committees

05-011/2 To confirm Terms of Reference

Revised Terms of Reference with the new Operational Plan targets have been sent to all Chairs for approval by the Advisory Group or Committee.

05-011/3 Budget Planning and Operational Planning

It was agreed that we would bring forward the next Operational Plan meeting to tie it in with Budget Planning the suggested date for this joint meeting is: 22nd October 7.00pm at Village Hall. Please save the date.

05-011/4 To approve the new Standing Orders and review the Code of Conduct

05-012 Finance, Cllr M Williams

05-012/1 To approve May 2025 Payments for Sanction including S137 payments

05-012/2 To consider, approve and sign the accounts and AGAR (Annual Governance and Accountability Return) 2024/25 Form 3

05-012/2.1 To Approve Internal Auditor's report, checklist, and the letter (will be circulated)

05-012/2.2 To Approve Annual Governance Statement

05-012/2.3 To Approve Accounting Statements

05-012/3 To note that Notice of the period for the exercise of public rights will be published after the AGAR is approved.

05-012/4 To Approve the reviewed Assets Register

05-012/5 To confirm the Insurance cover

05-012/6 To confirm Direct Debit list

05-012/7 To review BPC subscriptions (The Clerk in consultation with Chair and Vice) – if anybody wishes to be part of the review group, please let the Clerk know

05-013 Flood Advisory Group, no report, Cllr A Joy

Verbal update.

05-014 Planning Committee Cllr P Clark

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05-014/1 To note the Planning Meeting Minutes of 8 April 2025

05-014/2 To note that Planning meeting that was held prior to the PC meeting

- 05-015 Large Scale Planning Advisory Group, no report, Cllr J Thelwall.**
- 05-016 Neighbourhood Plan Advisory Group, meeting held 23 April 2025, report attached, Cllr J Thelwall**
Questions on the report.
- 05-017 Village Maintenance Committee, next meeting on the 9th May 2025, minutes will be circulated, Cllr A Howell-Jones**
Questions on the minutes.
- 05-018 Highways and Sustainable Transport Advisory Group, meeting held 28th April 2025, report attached, Cllrs G Sansom and C Underwood**
Questions on the report.
- 05-019 Green infrastructure and Biodiversity Advisory Group, meeting held 23rd April 2025, report attached, Cllr C Underwood**
Questions on the report.
- 05-020 Climate Change Mitigation Advisory Group, report attached, Cllr M Fraser**
Questions on the report.
- 05-021 Village Hall Liaison, meeting held 29th April 2025, Cllrs P Clark and C Underwood**
Verbal update.
- 05-022 Allotments Advisory Group, meeting held 22nd April 2025, report attached, Cllr C Underwood**
Questions on the report.
- 05-023 Communications Advisory Group, Cllr A Howell-Jones**
- 05-024 The Hub, no report, next meeting 2nd May 2025, Cllr A Pancholi-McCann**
- 05-025 Correspondence, matters remaining unresolved, the chair**
- 05-026 To note points of Communication to the Parish**
- 05-027 Confidential Matters**
EXCLUSION OF THE PUBLIC AND PRESS
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.
- 05-028 The next Parish Council Meetings: Tuesday 10th June 2025 at 7pm at the Village Hall**