BUCKDEN PARISH COUNCIL

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

Notice of meeting: **Parish Council Meeting**
Time: 7.00pm
Date: Tuesday 13th October 2026
Venue: Village Hall

Present:
Councillor: Peter Clark, Chair
Councillors: Anne Howell-Jones, Caroline Underwood, John Thelwall, Gerald Sansom, David Duncan, Emily Lankfer, Madeline Fraser, David Gregory, and Simon Leggate
Clerk: Ramune Mimiene
HDC Cllr Martin Hassall
CCC Cllr Liam Deway-Beckett
P Emeleus regarding Scouts Hut plans
1 member of the public

MINUTES

10-096 **To receive and accept apologies for absence.**
Cllr Aidan Joy sent apologies which were accepted.
Cllr Richelle Boakes - absent

10-097 **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 JT declared a non-Pecuniary interest in the donation application for Knot Garden at the Towers.
Cllr PC declared a non-Pecuniary interest in the Grant Application for the renovation of the Scout Hut as he is the Scout District Treasurer

To receive written requests for Disclosable Interest dispensations. – None.

10-098 **Minutes**
10-098/1 To agree and sign the minutes of the Parish Council meeting held on 8th September 2026.
RESOLVED that the Minutes of the Parish Council meeting held on 8th September 2026 are approved as a true and correct record of the meeting.

10-098/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached
No new actions, ongoing matters only.

10-099 **County and District Councillor Reports.**
10-099/1 To receive a report from County Councillor Liam Beckett
Verbal update provided, report shared with members on the night.

10-099/2 To receive a report from District Councillor Martin Hassall
Flood group update re attenuation basins provided.
A draft Local Plan 2046 – Regulation 19 pre-submission representation report circulated to all Cllrs for comments.

10-100 **Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.**

Peter Emeleus and the team are working on a project to rebuild the Scouts Hut. They are seeking Grant Funding. The current building has limited access for the disabled, storage is not adequate, and facilities are too small for the growing village. There are problems with safe parking but they will be encouraging walking in the community.
Grant is for the costs of their architects to discharge the planning conditions and to prepare detailed drawings for a building regulations application.
Starting fund of 25K will come from fund raising.
Once all in place the build should not take too long.
BPC advice was to apply for CIL funding based on growth and to seek grants from Scout Headquarters.
Buckden Towers has offered facilities during the building works.
Note since meeting: CC Cllr LB shared a link, as it might be useful https://www.cambscf.org.uk/

10-101 **Three vacancies on the Parish Council can now be filled by co-option**

Kris Smith attended the meeting tonight to observe it before she makes a decision.

10-102 **Chair's verbal update, Cllr P Clark**

Update after attending HDC meeting provided.

10-103 **Compliance Oversight Group Compliance Advisory Group, meeting held 3rd September 2026, and 6th October, reports attached, Cllr C Underwood**

Questions on the reports – both reports noted.

10-103/1 Policy review and approval

- **To approve ICO Publication scheme V 3.0 (new guidance as advised by our Internal Auditor) Approved.**
- **Complaints Policy –**some outstanding issues have to be resolved, and will be brought to Nov meeting

Reminder: Operational Plan - Finance and Compliance Group are meeting to set the budget for next year on 20th October 2026 7.00pm - all councillors to attend - about 8 Cllrs are able to attend, most targets have been provided.
Apologies to Cllr JT – targets for LSP and NP have actually been received.

10-104 **Finance, Cllrs Emily Lankfer and Peter Clark, no report attached**

10-104/1 To note the External Audit completion and the requirements to publish Audit documents have been met, additionally the Notice of Conclusion of Audit was completed and was posted on the website and parish Notice Boards including Diddington.

We have a note that we have not accurately filled section 2, box 11 – it should be 'Yes' as it is not a sole managing Trustee. Noted.

10-104/2 To note Quarter 2 Budget reports, Income against Expenditure, in preparation of the Budget and Precept set up for 2027.28 Financial Year

A very good summary.
Cllr MF asked The Clerk to re-title Allotments Income section to 'Refunded deposits'
49% Budget remaining. Noted.

10-104/3 Quarter 2 report budget against expenditure presented to the council – more comparable

10-104/4 To note that accounts for August and September 2026 have been checked to meet the requirements listed in our Financial Regulations, thanks to Cllr D Gregory

10-104/5 To note Grants / Donations application received:
Donations:

- St Neots Museum asking for £375.00 –

We need to publicise that the Museum provides free entry to Buckden residents. Agreed

- Knot Garden for £500.00

A great addition to the village and this work needs to be supported.
Approved, Cllr JT abstained

Grants:

- Buckden Village Hall Trust for Field maintenance £6,500

Approved.

- 1st Southoe & Buckden Scout Group £6,324

Chair PC handed the chairing of the meeting to Cllr AHJ and did not comment

Cllr AHJ took the Chair

Cllr JT asked re CIL money – we will check – most of CIL may be allocated to the Playground if it goes ahead – no CIL left. Enough in Reserves.
Agreed to support. Cllr PC abstained and did not vote.

Cllr PC resumed the Chair

HDC Cllr MH and CC Cllr LB left the meeting
P Emeleus also left the meeting

10-104/6 To approve October 2026 Payments
RESOLVED that October 2026 payments are approved.

10-105 Flood Advisory Group, Cllr A Joy

- Draft Emergency Plan - two meetings held,
- Investigation walks with local farmer at the top of Taylors Lane, identified three potential locations for attenuation ponds.

Verbal update covered by HDC Cllr MH under his verbal report.

10-106 Planning Committee Cllr P Clark
10-106/1 To note the Planning Meeting Minutes of 8th September 2026 – noted.
10-106/2 To note that Planning meeting was held prior to the PC meeting – a verbal update provided, noted.

10-107 Large Scale Planning Advisory Group, Cllr J Thelwall.
No meeting held on 30th Sept – no update, checked HDC planning portal, new documents submitted by the developer re Silver Street, these are very technical.
No further response from Church Commissioners re Allotments.

10-108 Neighbourhood Plan Advisory Group, report attached, Cllr J Thelwall

Hunts DC Local Plan – slides with proposed comments circulated – comments can be submitted by email if not possible via the account as we struggled last time.
Proposed send as drafted. Approved.
Amend to read 'Fen Reservoir', add in 'at this stage'.
Needs submitting after 16th but before 28th Oct –the **Clerk** to submit.

10-109 Village Maintenance Committee, notes from Christmas Lights meeting on 10th September 2026 attached, and meeting Minutes from 18th September 2026, Cllr A Howell-Jones

Playground Survey results – noted.
Christmas Lights update – agreed not to renew the contract with the current contractor Blachere and will be looking for alternatives and considering a Christmas tree in the High street. Going forward it has been suggested we rent and gradually buy year on year, so we have our own lights and get a local contract rather than a big organisation. We will look at various options and come back to the BPC. There will be space for the lights at the VHT Village Hall.
In the cemetery there is one badly damaged path and another one starting to crack – both need to be replaced. This was not formally approved at VMC – the Committee went for quotes, the best contractor could do the work immediately – therefore BPC is requested to approve these works as per information shared. Approved.

10-110 The Hub, meetings held on 10th September and 1st October 2026, reports attached, Cllr C Underwood

Temporary Pump Track Community Feedback report shared with Cllrs and has been noted. Cllr CU is doing a report on the Hub achievements for December Roundabout.

10-111 Highways and Sustainable Transport Advisory Group, report on meeting held on 7th September, Cllrs G Sansom and C Underwood

Since the installation of the 30 mph Buffer Zone on Mill Road, the Parish Council has continued to support County Councillor Liam Dewey-Beckett's bid for the installation of "SLOW" road markings. This support included a financial contribution of £1,000, representing approximately 33% of the total estimated cost.
The application achieved the joint highest score of the 22 applications across Huntingdonshire which is a good result and a step towards further improvements.
We will continue to pursue more ways of reducing vehicle speeds along Mill Road.

Verbal update from the meeting with National Highways on 7th October 2027 – will be circulated. Clerk will be joining this quarterly meeting.
Cllr GS reported that he is attending Brampton Cross meeting to be held on 21st October.

10-112 Green infrastructure and Biodiversity Advisory Group, meeting held on 30th September 2026, Cllr C Underwood

To note ANNUAL FOOTPATH CONDITION CHECK SEPTEMBER 2026 – noted.
No questions on the report.

10-113 Village Hall Liaison, meeting to be held on 13th October, Cllrs P Clark and C Underwood

Meeting held, notes to be circulated.

10-114 Allotments Advisory Group, meeting held on 7th September 2026, report attached, Cllr C Underwood

The price increase suggested by the AG has been approved.

10-115 Communications Advisory Group, no meeting held, Cllr A Howell-Jones

10-116 **Correspondence, matters remaining unresolved, the chair**

10-117 **To note points of Communication to the Parish**

Agreed.

Exclusion of Press and Public approved

10-118 **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.

10-118/1 Staffing AG meeting actions from the meeting held on 28th September 2026 – Cllr DG agreed to join the Staffing Group. Structured proposal to the next meeting.

10-118/2 Christmas Lights from 2027 onwards – actions agreed

10-119 **The next Parish Council Meeting is:**

- **Tuesday 10th November 2026 at 7pm at the Village Hall**

Meeting finished at 8.29pm