

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: 7.30pm
Date: Tuesday 8 December 2020
Venue: On-line meeting only

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 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 at least 24 hours before the meeting.

Ramune Mimiene
Clerk
Buckden Parish Council
3 December 2020

AGENDA

(2020-21) 12-116	Meeting protocol: Introduction to remote meeting process <i>Following the government announcement of further easing of lockdown restrictions from 4 July, both NALC and the Society of Local Council Clerks are strongly advising local councils to continue to meet remotely, without the need for face-to-face contact.</i>
(2020-21) 12-117	Apologies for absence To receive and accept apologies for absence.
(2020-21) 12-118	County and District Councillor Reports. 12-118/1 To receive report from County Councillor, verbal update 12-118/2 To receive report from District Councillor, verbal update Questions on any reports received.
(2020-21) 12-119	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. We have one registered member of the public wishing to approach Parish Council.
(2020-21) 12-120	Declarations of Interest To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.
(2020-21) 12-121	To consider co-option to fill the Vacancy for A Councillor on Buckden Parish Council 12-121/1 To co-opt Richard Salmon to the Parish Council
(2020-21) 12-122	Chairman's report, report attached 12-122/1 Questions on the report.
(2020-21) 12-123	Minutes 12-123/1 To agree and sign the minutes of the Parish Council meeting held on 10 November 2020. 12-123/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached

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(2020-21) 12-124	Finance: Finance report attached, Cllr S Ashwell 12-124/1 TO ADVISE THAT BUCKDEN VILLAGE HALL TRUST HAS REPAID THEIR LOAN Proposal: To offer thanks to the Treasurer of BVHT for his assistance to ensure all matters relating to repayment of the loan to BVHT were clearly documented and agreed to enable this payment to be made and received in a manner consistent with BPC budget-setting arrangements. 12-124/2 TO ADVISE ON CREATION AND USE OF AN ADDITIONAL SAVINGS ACCOUNT Proposal: That this account will be used solely to hold and manage funds arising from the BPC share of CIL income linked to the Lucks Lane development until all that money is spent. 12-124/3 TO REPORT THAT THE REQUEST FOR THE 2021-22 PRECEPT HAS BEEN SUBMITTED Proposal: To thank the Clerk for ensuring, as our RFO, that we have met this key deadline. 12-124/4 To note the addition to PC Assets Register and Insurance cover PC Insurers confirmed that they amended the policy with the correctly added to the mowers and machinery section with this increased by £10,794 to a new sum insured of £22,342.84 and attach the corrected adjustment schedule. Buckden LHI Perry Road: Added to the Insurance cover: Equipment MVAS unit with additional solar pack and software £2,635 and Gates (materials) £4,325. The installation cost will be added to the cover too. 12-124/5 – External Auditor Report and Certificate 2019/20 To Note that External Audit has been completed. The Notice of Conclusion of Audit Year Ended 31 Mar 2020 was issued and uploaded onto the website and notice boards. External auditors report received as stated below: <i>‘Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The AGAR was not accurately completed before submission for review:</i> • <i>The prior year accounts were prepared on a receipts and payments basis, but should have been restated on an income and expenditure basis in the prior year column of Section 2 for comparative purposes.’</i> Note: This is because of the transition from Receipts and Payments basis to Income and Expenditure. 12-124/6 To note Cashbook, Bank Balances, Budget reports and Bank Reconciliation as at 30 November 2020 To note that Parish Council Insurers looked at the costs for the tools stolen from the Parish Council handymen shed and confirmed the settlement at £2,000. The transfer received on 19 Nov 20. 12-124/7 To Approve 8 December 2020 Payments for Sanction.
(2020-21) 12-125	To Consider Planning Committee Report, Cllr S Ashwell 12-125/1 Minutes of the Meeting 10 November 2020 Meeting 12-125/2 Verbal update on the meeting 8 December 2020
(2020-21) 12-126	To Consider Update from Large Planning Committee, Cllr M Hassall and A Howell-Jones 12-126/1 A1 Safety Advisory Group, report attached 12-126/2 Outline planning permission for a phased residential development (Use Class C3) of up to 290 homes, highway works including access off Silver Street, landscaping, ground works, and other ancillary works. All matters are reserved apart from access. Site Address: Land East Of Silver Street Buckden Reference: 18/02753/OUT –

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	Amendments submitted to HDC included: • Revised Parameter Plan • Biodiversity Calculations • Transport Technical Note and A1 Roundabout Plans.
(2020-21) 12-127	Compliance Advisory Group, report attached, Cllr C Underwood Questions on the report 12-127/1 To note that Risk Management reviewed by Cllrs CU and SA and the Clerk on 2 Sep 20. 12-127/2 Develop a prioritisation and communication approach for CIL Draft criteria are attached <i>these have been revised to reflect the comments made at the last Parish Council meeting</i>. Please find attached Policy and Prioritisation Grid. The proposal is that those bidding will need to complete an application form similar to that for donation requests. BPC will need to agree a communication plan for CIL which involves councillors, VHT, residents. Projects to be prioritised against the agreed CIL criteria. Initial thoughts are to produce a flier for all households outlining achievements of BPC, asking for residents' input, outlining the CIL proposals in the NP and Community Action Plan asking for other ideas and/or asking them to prioritise CIL proposals Proposal to agree the criteria and prioritisation grid for CIL money bids and the communication proposals 12-127/3 Proposal to approve Freedom of Information Policy and Procedure.
(2020-21) 12-128	General Purposes and Cemetery Advisory Group, verbal update, Cllr B Millard
(2020-21) 12-129	Climate Change Mitigation Advisory Group, report attached, Cllr A Jones 12-129/1 Questions on the report Proposal the council actively pursues objections to the LLA and NATS Airspace Change Proposal. By objecting to HDC by the 15th December deadline with the previously circulated draft email and follow up with a similar response to the LLA whose deadline for objections is 5th February 2021 and where appropriate cooperating with the Perry group ALAS (Against Luton Airport Stack) and other councils.
(2020-21) 12-130	Highways and Road Safety Advisory Group, verbal update, Cllr E Scott
(2020-21) 12-131	Rights of Way and Trees Advisory Group, verbal update, Cllr C Underwood
(2020-21) 12-132	Village Hall Liaison, verbal update, Cllr C Underwood 12-132/1 To note that Zoom meeting is scheduled on 11th Dec 2020
(2020-21) 12-133	Allotments Advisory Group, report attached, Cllr S Studd 12-133/1 Questions on the report
(2020-21)	Digital Communications Advisory Group, Cllr A Howell-Jones No meeting held. No update.

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12-134	
(2020-21) 12-135	Correspondence, matters remaining unresolved
(2020-21) 12-136	Neighbourhood Plan, report attached, Cllr A Howell-Jones 12-136/1 Questions on the report.
(2020-21) 12-137	Staffing, report attached, Cllr A Howell-Jones 12-137/1 Questions on the report.
(2020-21) 12-138	Points of Communication to the parish, Cllr A Howell-Jones
(2020-21) 12-139	Date of the next meeting on Tue 12 January 2021 at 7.30pm via Zoom Conference call

Due to the Coronavirus the Government has issued the regulations that gives local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings.

The Regulations were made by the Secretary of State for Housing, Communities and Local Government, in exercise of the powers conferred by section 78 of the Coronavirus Act 2020(1) and paragraph 36(1)(b) of Schedule 6 to the Police Reform and Social Responsibility Act 2011(2).

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