

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 12 January 2021 at 7.30pm Online Meeting Only

Present:

Councillor: Caroline Underwood, Acting Chair

Councillors: Anne Howell-Jones, Sue Ashwell, Betty Millard, John Thelwall, Dave Duncan, Stan Studd, Martin Hassall, Amy Burbidge, Elaine Scott, Kathy Render, Pauline Steel, Allan Jones, Clive Gillam, Richard Salmon

Clerk: Ramune Mimiene

CC Cllr P Downes

HDC Cllr H Masson

No members of the public

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.

MINUTES

(2020-21) 01-140	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) 01-141	Apologies for absence To receive and accept apologies for absence. None.	
(2020-21) 01-142	County and District Councillor Reports. 01-142/1 To receive report from County Councillor, report received, verbal update provided. 01-142/2 To receive report from District Councillor, report received, verbal update provided. <i>HDC Cllr HM left the meeting.</i>	
(2020-21) 01-143	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. No request to speak received.	
(2020-21) 01-144	Declarations of Interest To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda. Non-Statutory Declaration: John Thelwall: re Planning Meeting Agenda items: 60.3&60.4 - Works as a volunteer at The Towers	

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	HDC are undertaking a review of the Register of Interests that they have listed for each Town and Parish Council. BPC were asked to check if the DPIs and the list of Councillors that HDC hold for our Parish Council are up to date and correct. You can find the DPIs for your Council on our website or by using this link - http://applications.huntsdc.gov.uk/moderngov/ecSDDisplay.aspx?NAME=SD4790 Thank you to Councillors who have already done so.	
(2020-21) 01-145	Minutes 01-145/1 To agree and sign the minutes of the Parish Council meeting held on 8 December 2020. Cllr JT noted that Minute No 136 needs amending to 'NP approved by HDC cabinet'. Proposal: Proposed by AHJ, seconded by SA, all in favour and it was RESOLVED that the Minutes are approved as a true and correct record of the meeting with the above amendment. Carried 01-145/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached Noted.	
(2020-21) 01-146	Chairman's report, report attached 01-146/1 Questions on the report. Cllrs CU, SA and AHJ had attended a Zoom meeting with HDC Emergency Response officer re drawing up a Buckden Emergency Response Plan. It was suggested that residents sign up for the flood warning alerts with Environmental Agency. Government grants were available after previous floods, it is hoped that this could be extended to support residents after the flood in Dec 20. Map of streams and brooks and knowing who is responsible for the maintenance will help to prevent floods in the future. CC Cllr PD is meeting with Brampton Road Landfill site management regarding the run off water and an unpleasant smell and will report back. Residents reported that there was water bubbling out of the Glebe Lane drains even though there had been no recent rain. This has been logged on the CCC website. An email was circulated today re the formal proposal for the purchase of the Video Conferencing equipment for the Village Hall. This was not on the agenda, although it is referred to in Chair's report. Attached were the details of the equipment and finance issues and information The proposal is to purchase: 86" LG 86UN85006LA £1,699.00 The high end motorised height adjustment HI-LO® 600 SMARTCONNECT VIDEO CONFERENCE TROLLEY £1,498.00 High End Wide view Jabra PanaCast Panoramic 4K Video Conferencing Camera - 180 Degree (inc stand) £652.00 TOTAL £3,849.00 Finance matters arising: PC purchase, reclaim VAT (with BPC specified on invoice). This to be shown on the BPC asset register at full cost. To reclaim VAT Clerk to set up an Amazon business account payable against invoice, using BACS. To meet requirements for VAT reclaim, BPC would have first priority for use. The BPC would not anticipate receiving any charges for use or hire income	Cllr PD

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	Security arrangements to be agreed, any further costs involved to be factored in. Once we know how it is to be kept secure within BVH then Clerk will write to insurance brokers to check any conditions they may require BPC to comply with. BPC and BVH to prepare a joint Data Protection Impact Assessment BPC may need to share the DPIA and mitigation measures with our insurers, as we have purchased cyber and data protection cover, as part of our overall insurance cover as a PC. The debate took place, and it was agreed to approve the proposal in principle but to review the fees first. Proposal: Proposed by CU, seconded by ES, all in favour and it was RESOLVED that proposal to purchase the monitor and trolley is approved in principle, but no decision for the purchase made yet. Further information to be presented to the next meeting. Carried	CU
(2020-21) 01-147	Finance: Finance report attached, Cllr S Ashwell To note that: The £49,779.63 transferred of the CIL money to the Nationwide account, as agreed at last BPC meeting. The £30,000 reserves in the UT current account transferred to UT savings. 01-147/1 To note Cashbook, Bank Balances, Budget reports and Bank Reconciliation as at 31 December 2020 Accounts reconciled to 31 Dec 20: • Unity Trust Current acc balance £56,435.30. • Unity Trust Instant Access acc balance ££30,000.00 • Bank of Scotland acc balance £17,836.43 <i>Note: Nationwide and Natwest accs statements were not received in time for the meeting, PC do not have online access therefore those two accounts will be reconciled on the receipt of the paper bank statement.</i> 01-147/2 To Approve 12 January 2021 Payments for Sanction. To approve additional payment of 2,070.00 payable to Traffic consultants to meet the HDC deadline. Total Jan 2021 payments including the additional agreed by BPC payment are: £11,493.99. Proposal: Proposed by CU, seconded by AHJ, all in favour and it was RESOLVED that the January payments including the additional payment are approved. Carried	
(2020-21) 01-148	To Consider Planning Committee Report, Cllr S Ashwell 01-148/1 Minutes of the Meeting 8 December 2020 Meeting Approved. 01-148/2 Verbal update on the meeting 12 January 2021 Verbal update provided.	
(2020-21) 01-149	To Consider Update from Large Planning Committee, verbal update, Cllr M Hassall Verbal update to report on last minute information and actions. BPC requested further extension re Silver Street, Development Application Number: 18/02753/OUT. CCC are setting up a meeting with HDC, HE and several parish councils re: the traffic issues generated by the BPC have employed a traffic consultant to carry out a Buckden Roundabout Safety Audit Briefing, which will be completed this week.	

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(2020-21) 01-150	Compliance Advisory Group, no report Cllr C Underwood Next meeting to be held 26.01.21 all chairs of the Committees and Advisory groups required to attend.	
(2020-21) 01-151	General Purposes and Cemetery Advisory Group, verbal update, Cllr B Millard Update on Cemetery digital mapping. It was agreed the Clerk and Cllr Millard would check paper records against digital records.	Clerk and BM
(2020-21) 01-152	Climate Change Mitigation Advisory Group, report attached, Cllr A Jones <u>01-152/1 London Luton Airport's NATS Proposal.</u> Closing date for response is 5th February 2021 The Advisory Group propose that the council makes every effort to inform every resident in Buckden, of the impact of low flying jet aircraft, on average one plane every 8 minutes, more in peak times. 1. Agree to print and distribute leaflets (based on the ALAS leaflet) to all households. 2. Take a page in the Roundabout magazine of the same. 3. Insert onto front page of the website the same. Proposal: Proposed by AJ, seconded by MH, all in favour and it was RESOLVED that the leaflet print for around £85.00 for 3,000 leaflets and the full page or less advert as circulated to PC with the report is submitted to Roundabout to meet the deadline. Carried Cllr AJ will upload the information to the website. 01-152/2 Verbal update on Thermal Imaging Camera.	AJ
(2020-21) 01-153	Highways and Sustainable Transport, report attached, Cllr E Scott 01-153/1 Questions on report. MVAS units and School Street update. Perry RD MVAS can be programmed in a number of ways. It collects various data but no licence numbers. It would be helpful for Mill Rd speed reduction. Cllr ES to investigate if the PC can purchase additional units via PFHI scheme. It was noted that Risk Assessments by CCC are not being carried at the moment which delays the process of various projects. The opportunity for PC to apply for a number of locations for MVAS units to be placed was discussed, Cllr ES to check.	ES
(2020-21) 01-154	Rights of Way and Trees Advisory Group, no report, Cllr C Underwood Next meeting to be held 18.01.21.	
(2020-21) 01-155	Village Hall Liaison, minutes attached, Cllr C Underwood plus report from Cllr P Steel 01-155/1 Questions on report. No questions raised. Cllr PS highlighted that VHT are still looking for a new Treasurer and Chair.	
(2020-21) 01-156	Allotments Advisory Group, report attached, Cllr S Studd 01-156/1 Questions on report. No questions raised	
(2020-21)	Digital Communications Advisory Group, no report, Cllr A Howell-Jones No meeting held.	

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01-157		
(2020-21) 01-158	Neighbourhood Plan, report attached, Cllr A Howell-Jones 01-158/1 Questions on the report. No questions raised.	
(2020-21) 01-159	Correspondence, matters remaining unresolved A hard copy of a letter which purported to come from Cllr SA resigning from BPC was posted to Cllr CU. Cllr SA had not sent this letter. The Chair reported the matter to the Police who have taken it very seriously and consider the letter and previous communications to potentially constitute harassment and malicious communication. Additional information was provided to the Police by Cllr SA. All councillors expressed their support for Cllr SA	
(2020-21) 01-160	Staffing, no update, Cllr A Howell-Jones No update. The group is working on contracts and appraisals.	
(2020-21) 01-161	Points of Communication to the Parish, Cllr A Howell-Jones Dog litter issue – matter raised by residents, - suggested BPC submit some info to Roundabout. Agreed. <u>EXCLUSION OF THE PUBLIC AND PRESS</u> 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. To report any confidential matters. Nothing to report.	
(2020-21) 01-162	Date of the next meeting on Tue 9 February 2021 at 7.30pm via Zoom Conference call	

Meeting finished at 9.21pm

Signature Date.....

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on **4 April**. They apply to local authority meetings that are required to be held, or held, before 7 May 2021.

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).