

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 8 June 2021 at 7.30pm at Village Hall

Present:

Councillor: Caroline Underwood, Chair

Councillors: Anne Howell-Jones, John Thelwall, Amy Burbidge, Kathy Render, Pauline Steel, Elaine Scott and Lou O'Connor.

Clerk: Ramune Mimiene

CC Cllr K Billington

HDC Cllr H Masson

1 member of the public, Martin Taylor, Scouts Leader

MINUTES

(2021-22) 06-029	Apologies for absence. To receive and accept apologies for absence. Cllrs Dave Duncan, Martin Hassall, Richard Salmon, Sue Ashwell, and Allan Jones sent apologies for absence. Cllr Amy Burbidge advised she would be late for the meeting.	
(2021-22) 06-030	County and District Councillors Reports. 06-030.1 To receive report from County Councillor, verbal update. CC Cllr KB attended his first meeting at Buckden tonight and was welcomed by PC. KB noted that part of the new A14 was flooded between Buckden and Brampton Hut going southbound, he reported that he would be investigating that. 06-030.2 To receive report from District Councillor, verbal update. HDC Cllr HM reported that work will soon be starting on the Valley following the grant award from HDC. VHT conducted a site visit with the contractors and will need to do investigative works before work can begin in August. VHT will be posting regular updates once work starts, and they will be organising presentations so that everyone can see what is being planned. VHT are working very closely with BPC.	KB
(2021-22) 06-031	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 requests to speak received.	
(2021-22) 06-032	Minutes 06-032.1 To agree and sign the minutes of the Annual Parish Council meeting held on 4 May 2021. Proposal: Proposed by Cllr CU, seconded by Cllr AHJ, all in favour and it was RESOLVED that the minutes are approved as the correct record of the meeting. Carried. 06-032.2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached. Noted and will be updated accordingly.	
(2021-22)	Chairman's report, report attached. Questions on the report.	

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06-033	Scout Hut paper – three different proposals for upgrading the current scout hut presented. It was agreed that the BPC would support the project once the Scouts were clear about which proposal they were agreed on. - Underwriting the 88k for the cycleway Proposal: Buckden Parish Council agrees to fund any shortfall in the funding for the Buckden Brampton Cycle way up to 88k. Proposal: Proposed by Cllr CU, seconded by Cllr ES, all in favour and it was RESOLVED that BPC are to fund any shortfall required up to 88K using CIL funds. Carried. - Report from Annual Assembly – This was held on 25th May. It included updates about the Neighbourhood Plan, Flooding, Development in the Village, and the Community Infrastructure Levy. Given COVID restrictions there was a good turn out and feedback has been positive. - It was agreed to have focussed meetings (up to twice a year) to debate specific issues such as Flooding and Road Safety (speeding, parking) in the village. Consider inviting CCC Highways. CCC Cllr KB volunteered to attend and help.	
(2021-22) 06-034	One more Councillor Vacancy occurred. Notices of the Vacancy issued. HDC informed. To consider co-option to fill 2 Councillor Vacancies. These two vacancies have been approved by HDC Elections Officer. Proposal: Proposed by Cllr CU, seconded by Cllr KR, all in favour and it was RESOLVED that Stephen Dickenson and Louise O'Connor are co-opted to the Council. Carried. Cllr AHJ volunteered to mentor Louise and Pauline Steel has offered to mentor Stephen. New Vacancy arose on 21 May 21 - Notice of Vacancy for a Parish Councillor caused by resignation of Cllr Stan Studd. Cllr Studd subsequently died. The Council have sent their sympathies to Rosey Studd and wanted to note Stan's great contribution to the Parish Council. Awaiting approval from HDC to co-opt.	AHJ PS
(2021-22) 06-035	Finance, report attached, Cllr S Ashwell. Questions on the report. Clerk presented the report on the Cllr SA absence. <u>06-035.1 Part 1: UPDATE ON GRANTS GIVEN.</u> To Note: BVHT have supplied the required evidence of actual expenditure against the BPC grant awarded to them for use in 2020-21. Noted. <u>06-035.2 Part 2: UPDATE ON FINANCE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2020/21.</u> To note that the AGAR has now been signed by the Internal Auditor and will be passed by the Clerk/RFO to the government-appointed External Auditors for their review. Noted. <u>06-035.3 Part 3: BANK ACCOUNT SIGNATORIES.</u> Request: That additional Councillors step forward as bank signatories. Noted. No Cllr volunteered as yet. <u>06-035.4 Part 4: FINANCE RISK ASSESSMENTS.</u>	Cllrs invited to consider

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	To Note: Councillors not on the Finance Advisory Group are invited to receive and comment on these Risk Management documents; please contact the Clerk and Chairman of the Finance Advisory Group. Noted. 06-035.5 To Approve Accounts, Bank Reconciliation, Income & Expenditure Comparison to 30 Apr 2021. <u>Balances as at 30 April 2021:</u> Unity Trust Current acc £193,911.85 Unity Trust Instant Access acc £30,000.00 Additionally, accounts for the Unity Trust bank were reconciled to 31 May 2021: <u>Balances as at 31 May 2021:</u> Unity Trust Current acc £176,742.97 Unity Trust Instant Access acc £30,000.00 Reconciliation for these two accounts carried to 31 May 2021. Noted. Cllr PS volunteered to review the quarter accounts when that is ready. We need an additional Cllr to volunteer to undertake this. 06-035.6 To Approve Jun Payments for Sanction. The list of payments circulated to PC and is uploaded onto the website with Agenda reports. Proposal: Proposed by Cllr CU, seconded by Cllr PS, all in favour and it was RESOLVED that Jun Payments are approved. Carried.	Cllrs on Finance AG PS
(2021-22) 06-036	To Consider Planning Committee Report, Cllr S Ashwell Cllr AHJ reported on planning as she, due to apology received from Cllr Ashwell chaired the Planning Meeting tonight. 06-036.1 Minutes of the Meeting 4 May 2021. Minutes were circulated to PC with Agenda reports. Approved by PC. 06-036.2 Verbal update on the 8 Jun 2021 Meeting. Noted. Minutes et to be issued.	
(2021-22) 06-037	To Consider Update from Large Planning Committee, verbal update, Cllr M Hassall Meeting held on 10 May 2021. Verbal update, in the absence of Cllr MH, was provided by Cllr JT. The Silver Street development remains 'on hold' whilst investigations into potential surface water flooding are undertaken. Formal Complaint: BUCKDEN A1/STIRTLOE LANE JUNCTION - Parliamentary and Health Service Ombudsman (PHSO) Ref: C2079785 and SILVER STREET Planning Application 18/02753/OUT sent to HE on 17 May 21. Confirmation received from HE. Further response was requested and sent. PC thanked the Committee for the hard work. <i>Note since meeting: The draft Minutes uploaded onto the website and under the Jun meeting Agenda reports.</i>	
(2021-22)	Compliance Advisory Group, report attached, Cllr C Underwood. Questions on the report.	

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06-038	- Governance review - Local Council Award Scheme CAPALC reviewed what BPC might need to do to achieve Foundation Council award, Quality Council status or Quality Council Gold award. The Clerk and Chair met with the officer and reviewed the criteria for the Local Council Award Scheme. BPC are pleased to say that apart from not having a training policy and a record of training BPC meet nearly all the criteria for not only the Foundation award but also Quality award. We will have to make some changes to the Community Action Plan. The review form with the feedback in bold was circulated to PC. The intention is to seek Foundation award in September and Quality award as soon as possible depending on the issue of Councillors being elected. Membership of Committees and Advisory Groups - Recruitment of Councillors – Cllrs AHJ and JT will work on the advert. A copy of which will go into the July edition of the Roundabout.	PC
	<i>Cllr AB joined the meeting</i>	
(2021-22) 06-039	General Purposes and Cemetery Advisory Group. No meeting held. Cllr LO'C agreed to join the AG.	LO'C
(2021-22) 06-040	Climate Change Mitigation Advisory Group report, Cllr A Jones. 06-040.1 Minutes of the Meeting 18 May 2021. No questions on the Minutes raised.	
	<i>Scouts Leader Martin Taylor joined the meeting</i>	
	<i>Standing Orders were suspended to allow MT to speak</i>	
	The discussion took place. PC provided some advice.	
	<i>Meeting was re- opened</i>	
	<i>MT left the meeting</i>	
(2021-22) 06-041	Highways and Sustainable Transport, verbal update, Cllr E Scott. Cllr ES reported that due to ongoing uncertainty about the lifting of lockdown plans to close the High Street on 27 th June for a social event 'Buckden Social Sunday' have been put on hold. Update on: - School Streets scheme – was started yesterday, positive feedback received. Not enough volunteers being available is causing problems. School support would be useful. Cllr AB will approach the school again. - Buckden Brampton cycle way. Update from CCC received re Mill Road, Buckden LHI 20/21: CCC agreed with BPC suggestion in leaving the signs as they are and will proceed with getting the other work costed.	AB
(2021-22) 06-042	Green infrastructure and Biodiversity Advisory Group report attached, Cllr C Underwood. Questions on the report. Next meeting is planned for 5 July 2021.	
(2021-22) 06-043	Village Hall Liaison, no meeting held.	

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(2021-22) 06-044	Allotments Advisory Group, no meeting held.	
(2021-22) 06-045	Communications Advisory Group, report attached, Cllr A Howell-Jones. Questions on the report. Zoom retained for the AG meetings.	
(2021-22) 06-046	Neighbourhood Plan, report attached, Cllr A Howell-Jones. Questions on the report. HDC confirmed that at 19 May 2021 Full HDC meeting, the Buckden Neighbourhood Development Plan was made. The Plan can now be given full weight in the determination of planning applications in the neighbourhood plan area. Updates to the Neighbourhood Planning and Development Plan webpages of Huntingdonshire District Council's website have been made to reflect this. Referendum was successful - 91.5% positive vote.	
(2021-22) 06-047	Staffing, report attached, Cllr A Howell-Jones. Questions on the report.	
(2021-22) 06-048	Correspondence, matters remaining unresolved. 06-048.1 Email from the Joint Authority Mayor received re road network around St Ives town. 06-048.2 Meeting set tomorrow 9 Jun 21 with Cambridge University re the aging population survey BPC agreed to do, more updates for the next meeting. 06-048.3 Meeting was held with the Community Connector, working as part of the Think Communities Team for the County. The role is to identify all the services and people in Huntingdonshire, especially those making a difference to people's lives, to support and champion them and to link them up to the community or other complementary resources when required. It is also to try and spot any gaps where there might be a need for more support or attention. Cllr CU and the Clerk will be working closely with CCC on this project.	
(2021-22) 06-049	To agree points of Communication to the Parish, Cllr A Howell-Jones. Discussed and agreed.	
	<i>CCC Cllr KB left the meeting</i>	
(2021-22) 06-050	Date of the next meeting on Tues 13 July 2021 at 7.30pm at the Village Hall. Given Covid restrictions if you wish to attend, please contact the Clerk.	

Meeting finished at 8.50pm

Signature

Date.....