

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 Tuesday 11 November 2025 at 7.00pm at Village Hall

Present:

Councillor: Peter Clark, Chair

Councillors: Caroline Underwood, Emily Lankfer, Dave Duncan, Anita Pancholi-McCann, Madeline Fraser, Gerald Sansom, David Gregory and Simon Leggate.

Clerk: Ramune Mimiene

HDC Cllr Martin Hassall

CC Cllr Liam Beckett

No members of the public

MINUTES

11-125 To receive and accept apologies for absence.

Cllrs Aidan Joy, Mark Williams, John Thelwall, and Anne Howell-Jones sent apologies for absence which were accepted.

Cllr Simon Leggate sent apologies for lateness.

11-126 Declarations of Interest

To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.

Cllrs CU and MF declared interest in the Finance Agenda item due to the reimbursement of expenses.

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

11-127 Minutes

11-127/1 To agree and sign the minutes of the Parish Council meeting held on 14th October 2025.

Proposed by Cllr MF, seconded by Cllr DG, all in favour and it was RESOLVED that Minutes are approved as true and correct record of the meeting.

11-127/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.

Noted.

Cllr AP joined the meeting

11-128 County and District Councillor Reports.

11-128/1 To receive a report from County Councillor Liam Beckett

Bridge overgrowth by Old Flour Mills is being looked at by CCC, pothole on Mill Rd will be re-reported. The full report will be sent over.

Cllr SL joined the meeting

Mill Road was closed without notice – a warning notice should have been placed. A complaint agreed to be put in, Action **Cllr PC**.

11-128/2 To receive a report from District Councillor Martin Hassall

Report received and is on the website under Agenda reports. Verbal update provided.

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Local Plan Consultation now open - Comments to HDC by 17th December 2025 at 11.59pm.

11-129 Co-option to the Council

To note that two vacancies can now be filled by co-option.

To consider co-option.

One application received, it was agreed to invite the applicant to the December meeting. Cllr PC will meet with an applicant for an informal chat before December meeting. Action **Cllr PC**

11-130 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.

No requests to speak received.

11-131 Chair's update, report attached, Cllr P Clark

Agree to promote the need for the new team of Roundabout volunteers by April to keep the magazine going.

War Memorial at Churchyard – Cllr PC suggested looking into cleaning the Memorial. The Clerk said this needs clarifying who is responsible for that. **Action to Village Maintenance Committee.** Cllr PC wishes to initiate a conversation with The Royal British Legion and the Buckden Churches about having the main Act of Remembrance at 11am at the War Memorial outside not in the church. Action **Cllr PC.**

11-132 Compliance Advisory Group, report attached, Cllr C Underwood.

Review of Operational plan 2026.27 – notes and targets from the meeting shared and can be found under Agenda reports. Cllrs are asked to check if the targets for their group(s) are correct and inform Cllr CU by the end of the month if the finalised plan will be presented in December. Action **All Councillors**

Cllr MH left the meeting

11-133 Finance, Cllr E Lankfer deputising for Cllr M Williams

11-133/1 To consider draft Budget 2026.27

Cllr MH returned to the meeting

A covering note on the 2026/27 draft Budget and Reserves with 2 further enclosures - the budget spreadsheet and a note with proposals for the 26/27 Reserves was presented to the Council prior to the meeting. The first draft, which will be subject to further development after analysis by Councillors to ensure that there are no omissions and that entries are realistic and achievable. Notes and observations shared by the Council and Cllr EL made notes.

11-133/2 To note that Notification received from HDC that precept needs to be submitted by 16th January 2026.

11-133/3 To Approve November 2025 Payments (please see Appendix 1 for details)

For full details please see **Appendix 1.**

It was agreed to add Repair Café expenses for £57.33, reimbursement to Cllr MF to the list of payments circulated.

Proposed by Cllr AP, seconded by Cllr GS, all in favour and it was RESOLVED that November payments are approved.

11-134 Flood Advisory Group, Cllr A Joy

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Verbal update

The notes from the October Flood Group Meeting and an update to the Flood Plan received. This has some minor updates to address recent comments.

To approve the flood plan.

Proposed by Cllr PC, seconded by Cllr SL, all in favour and it was RESOLVED that the Flood Plan is approved

Thank you to Cllr AJ for leading the group and the achievements.

11-135 Planning Committee Cllr P Clark

11-135/1 To Appoint Cllr David Gregory to the Committee

Proposed by Cllr CU, seconded by Cllr GS, all in favour and it was RESOLVED to appoint Cllr DG to Planning Committee.

11-135/2 To note the Planning Meeting Minutes of 14th October 2025

Noted.

11-135/3 To consider new planning applications:

- Environmental Impact Assessment Scoping Opinion in relation to the Grafham to Cambridge Pipeline Scheme Site Address: Marlow Park Buckden Road Grafham Reference: 25/70083/SCOP – *received 23 Oct 25, comments by 13th Nov*

Noted. No comments agreed to be made.

Nearest display at St Neots Golf Club 3rd December from 3pm to 7pm.

- Installation of side extension apex roof ridge window. Repositioning of 8 PV solar panels. Installation of 2 large format Velux split top opening roof windows. Repositioning of slot window lounge area. Balustrades changed from wood to seamless glass all round. Glass vision panel added to front door. Store entrance door revised to framed glass door. Rear door revised to framed glass door. New triangular window side extension 50% screened by wooden battens on the exterior. Addition of black pellet burner chimney. Projecting rain cover canopy over front door. (Part retrospective). Site Address: 7 Marina View Mill Road Buckden 25/01831/FUL – *received 24 Oct, comments by 14th Nov.*

Proposed by Cllr PC, seconded by Cllr GS, all in favour and it was RESOLVED to Recommend Approval to the above planning consultation.

Note since meeting: Planning recommendations submitted to HDC on 12 Nov 2025.

- Willow Tree (L/TPO170) - Repollard - Reduce by 8-10m in line with house eaves Site Address: 10 Bishops Way Buckden St Neots Reference: 25/02075/TREE – *received 31 Oct, comments by 21st Nov*

Proposed by Cllr CU, seconded by Cllr MF, all in favour and it was RESOLVED to defer to HDC Arboricultural officer.

Note since meeting: Planning recommendations submitted to HDC on 12 Nov 2025.

11-136 Large Scale Planning Advisory Group, no report, Cllr J Thelwall.

Meeting was held on Thursday 6th November to discuss response to Morris Homes latest proposals.

Cllr GS gave a verbal report on behalf of Cllr JT. Meeting with Morris Homes planned 26 or 27th Nov 2025. National Highways plan to review the A1 flow now the works are being carried out at the Black Cat Roundabout.

11-137 Neighbourhood Plan Advisory Group, no meeting held, Cllr J Thelwall

Meeting planned after 17th November 2025.

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Verbal update provided.

No allocations for Buckden in Local Plan at all.

11-138 Village Maintenance Committee, no meeting held in October 2025, Cllr A Howell-Jones

Verbal update.

A request re positioning of lighting rig by Shakespeare at the Towers received for next year's performance. Cllr PC met with the representative, the plan was presented and ground staff have been notified.

11-139 Highways and Sustainable Transport Advisory Group, meeting held on 6th October 2025, report attached, Cllrs G Sansom and C Underwood

Questions on the report.

Next Group meeting scheduled in January 2026.

The next SAG meeting is 10th November, verbal update.

Speedwatch group is looking for a Co-ordinator - adverts were put into Roundabout again.

Speedwatch signs may not be required if the group does not have a co-ordinator

Updates from Department of Transport routes and strategies received by Cllr GS, which was shared with our local MP.

11-140 Green infrastructure and Biodiversity Advisory Group, no meeting held, next meeting is on 10th December 2025, Cllr C Underwood

No meeting held, nothing to report.

11-141 Climate Change Mitigation Advisory Group, report attached, Cllr M Fraser

Report circulated. In addition, report from the Repair Cafe held on 8th Nov 2025 was presented to members.

Cllr MF will not be arranging another one, but she will meet with other volunteers to plan for the future of this well attended event to make sure it continues. It is not only preventing waste, but the event also has a great social value.

11-142 The Hub, Cllr A Pancholi-McCann

The group has not met but had junior half term sessions at Buckden Towers which are now really embedded into the community.

The group will meet to set targets for upcoming months.

11-143 Village Hall Liaison, no report, Cllrs P Clark and C Underwood

Next meeting 19th November.

11-144 Allotments Advisory Group, meeting held on 14th October 2025, Minutes attached, Cllr C Underwood

No questions on the report.

11-145 Communications Advisory Group, Cllr A Howell-Jones

Verbal update.

11-145/1 To approve the policies reviewed by Communications Group:

1. **Cybersecurity policy** – *Note since meeting: uploaded to the website*
2. **Information Technology Policy** – Privacy Policy needs checking
3. **Data Protection Policy** - *Note since meeting: uploaded to the website*

Proposed by Cllr MF, seconded by Cllr CU, all in favour and it was **RESOLVED** to approve three policies listed above.

Cllr PC noted policies on website needed revising, he will work with Clerk on this. Action Cllr PC

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- 11-146 Correspondence, matters remaining unresolved, the chair**
None.

CC Cllr LB left the meeting

- 11-147 To note points of Communication to the Parish**
Noted.

- 11-148 The next Parish Council Meetings: Tuesday 9th December 2025 at 7pm at the Village Hall**

Meeting finished at 8.33pm

Appendix 1: Payments

Buckden Parish Council

Expenditure transactions - payments approval list

Start of year 01/04/25

No	Payment Reference	Gross	To pay	Heading	Invoice	Invoice	Details	Payment Reference
1243	BACS2511 11HDCtrees	£571.20	£571.20	1009/1	03/10/25	70100492	HDC - Tree contract	£571.20
1244	BACS2511 11WELmed ical	£75.18	£75.18	1002/11	06/10/25	I289902	WEL Medical Ltd - iPADS for defib	£75.18
1242	BACS2511 11HDCYouth	£49.00	£49.00	2000	08/10/25	70100659	HDC - Youth Activities 29th August 2025	£49.00
1261	DD251102EE	£39.74	£39.74	1001/4	10/10/25		EE - Mobile phone	
1241	BACS2511 1Blachere	£1,905.00	£1,905.00	1002/12	13/10/25	SI59200	Blachere Illuminations UK Ltd - Installation 2025	£1,905.00
1246	BACS2511 11BVHTPI ay	£76.08	£76.08	2000	22/10/25	SI-986223	BVHT - Invoice for hall hire Stay and Play	£76.08
1247	BACS2511 11BVHTM M	£129.60	£129.60	1900	22/10/25	SI-986235	BVHT - Hall Hire Making Memories Oct 2025 x 4 sessions	£129.60
1248	BACS2511 11IC	£71.99	£71.99	1004/3	22/10/25		123-Reg Ltd - Roundabout SSLRenewal - reimbursement	£71.99
1249	BACS2511 11IC2	£38.39	£38.39	1004/3	22/10/25		123-Reg Ltd - Info domain name renewal - reimbursement	£38.39
1250	BACS2511 11IC3	£100.66	£100.66	1004/3	22/10/25		123-Reg Ltd - Hosting website - reimbursement	£100.66

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No	Payment Reference	Gross	To pay	Heading	Invoice	Invoice	Details	Payment Referenc
1251	BACS2511 11VC	£500.00	£500.00	1006	22/10/25	Grant	Grant to Friday classes social inclusion - hall hire	£500.00
1254	BACS2511 11ProLawn	£343.36	£343.36	1009/6	23/10/25	2449	ProLawnCare - Bulbs for Churchyard project	£343.36
1252	BACS2511 11TBPC	£785.00	£785.00	1004/1	30/10/25	56127	The Business Printing Company - Roundabout Booklets Nov 25	£785.00
1253	BACS2511 11Thalia	£123.60	£123.60	1002/17	30/10/25	101265694	AmeyCespa (East) Ltd - Mixed General Waste 30 Sep, 7, 14, 21 and 28 Nov	£123.60
1255	BACS2511 11Ibbetts	£129.98	£129.98	1002/4	31/10/25	115588	Ibbetts - Grass seed	£129.98
1268	BACS2511 11MM	£143.00	£143.00	1900	31/10/25	109	Making Memories - Love to Move	£143.00
1265	DD251102 EE	£18.00	£18.00	1001/4	02/11/25	V02403966596	EE Plan	£18.00
1264	DD251117 BT	£59.71	£59.71	1001/4	03/11/25	M174&8	BT - Landline only	£59.71
1263	BACS2511 11Blachere	£345.00	£345.00	1002/12	04/11/25	SI59405	Blachere Illuminations UK Ltd - Infrastructure	£345.00
1267	BACS2511 11CU	£22.40	£22.40	1001/18	04/11/25		Expenses to cover Operational Plan event	£22.40
1275	BACS2511 11MVAS	£220.00	£220.00	1500/2	04/11/25	234	Roy Handy Man (Roy Tucker) - MVAS management	£220.00
1266	BACS2511	£19.99	£19.99	1002/4	05/11/25	2000476297	Screwfix - Woodscrews	£19.99

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No	Payment Reference	Gross	To pay	Heading	Invoice	Invoice	Details	Payment Referenc
1276	BACS2511 11Signs	£45.00	£45.00	1300/10	06/11/25	Banner	London House Signs - Repair Café banner	£45.00
Sub Total		£5,811.88	£5,811.88					
		£8,241.37	£8,241.37		Confidential			
Total		£14,053.25	£14,053.25					