

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 8th September 2026
Venue: Village Hall

Present:

Councillor: Peter Clark, Chair

Councillors: Anne Howell-Jones, Caroline Underwood, John Thelwall, Gerald Sansom, Simon Leggate, Aidan Joy, David Gregory and Emily Lankfer.

Clerk: Ramune Mimiene

CC Cllr

HDC Cllr

3 members of the public

MINUTES

09-072 To receive and accept apologies for absence.

Cllrs Madeline Fraser and Dave Duncan sent apologies for absence which were accepted.

Thanks were expressed to Cllr Anita Pancholli McCann who has now resigned. The causal vacancy Notice was posted and HDC informed.

Cllr Richell Boakes - absent.

09-073 Declarations of Interest None.

To receive written requests for Disclosable Interest dispensations.
None.

09-074 Minutes

09-074/1 To agree and sign the minutes of the Parish Council meeting held on 14th July 2026.

RESOLVED that the Minutes of the Parish Council meeting held on 14th July 2026 are approved as a true and correct record of the meeting.

09-074/2 To resolve any actions arising from the minutes of the Parish Council meeting
Nothing to report this time.

09-075 County and District Councillor Reports.

09-075/1 To receive a report from County Councillor Liam Beckett
Local Government Reorganisation process has been paused.

Consultation on Bus Route 65 (St Neots - Buckden at present)

Proposed Changes - The service will no longer serve Buckden

- Travel from St Neots to Buckden is still possible using the more frequent 66 service.
- Travel to Buckden from Great Paxton and The Offords is still possible with Tiger on Demand.

Cllr PC noted that the hedge by the bridge which forces people into the middle of the road carries on being a high risk, it has now been 2 years since it was reported to CCC. CC Cllr LB explained that CCC are unable to find the owner who could be invoiced if the works were carried out by their team. Cllr PC expressed a high concern regarding the potential risk for which the County Council has responsibility.

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The Highways Officer whom BPC Cllrs previously met and who was very proactive and helped us with many outstanding matters in the parish, has now left, he was in place less than 6 months before being promoted. **CC Cllr LB** will get the name of the new Highways Officer once they are in position.

Full report can be found under September Agenda reports.

CC Cllr LB left the meeting

09-075/2 To receive a report from District Councillor Martin Hassall

Cllr MH is pushing for the upgrade of the uneven part of the pathway by A1 going towards Brampton.

Cllr JT asked him to share dates for LP consultation when those are known.

Solar Lights project on hold. HDC Cllr MH meeting to discuss how to interact with Active Travel so that we could also apply to upgrade the path from Buckden to The Marina where it is so narrow that two people cannot walk next to each other.

HDC Cllr MH left the meeting

09-076 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.

2 requests to speak were received:

1) Mr Ken Gray – expressed concerns regarding the traffic congestion at the junction of Church Street and High Street.

Resident considers that there are insufficient double yellow lines on the western side of the High Street.

It was discussed that the High Street shops may object to extended yellow lines, but BPC will certainly look at it. It may be better to consider installing longer double yellow lines in Church Street. The High Street has become a nightmare, with lorries unloading etc.

It was also explained that the more yellow lines there are, the speed increases which is dangerous when people are approaching the junction.

Consider re-designing the area.

Agreed to take the matter to the **HASTAG group**. Cllr GS suggested to meet on site first.

2) Mr Rob Gardiner– NHS Patients Participation Group (PPG) wish to invite BPC to attend the PPG AGM

Buckden has a very active PPG and residents are lucky to have such a great surgery. In order to save GPs time, residents are being encouraged to use NHS app to book appointment etc. The training sessions are done on a monthly basis and are well attended. On the 3rd October vaccination clinics will open. Making Memories group was set up 2 years ago by the Parish Council to help people with memory problems, to which Mr Gardiner volunteers. Surgery generates clients.

The PPG Annual General Meeting is going to be held at Buckden Primary School on Wed 30th September at 7pm (poster will be provided to the Clerk). NHS modernisation bill, Neighbourhood Health, the role of care and GPs future is going to be discussed.

Mr R Gardiner left the meeting

09-077 Two vacancies on the Parish Council following May 2026 Elections have to be filled by co-option To consider co-option.

It was noted that a new vacancy arose due to resignation of Councillor Anita Pancholi-McCan

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09-078 Chair's update, report attached, Cllr P Clark

Questions on the report.

Cllr PC will attend the HDC meeting tomorrow and ask a question. Agreed.

Suggestion to increase the Wreath donation from £25 to £50

RESOLVED with one abstention that the donation for Wreath is increased to £50 this year.

Cllr PC will lay the wreath as the Chair of BPC. In general, most towns and village it is a non-religious Civic event, but it is religious in Buckden, led by the Vicar.

The Council sympathised with what Chair says but agreed to leave it as it is here.

09-079 Compliance Oversight Group Compliance Advisory Group, report attached, Cllr C Underwood

Questions on the report.

One member of the public left the meeting

09-079/1 Policy review and approval

To review and approve Investment Policy/Strategy

Financial Risk Management Policies due to be approved at the July meeting have now been reviewed and minor amendments made. These policies are:

- Risk Assessment – Strategic Financial Risks
- Risk assessment – use of online banking to make electronic payments
- Risk Assessment – Unity Bank Commercial Multi-pay credit card & use of separate Fuel (credit) card by handymen
- Risk assessment – Transport and Handling of Cash

Proposal to approve the recently reviewed Policies

RESOLVED that All policies listed above are approved.

09-079/2 The following Policies were due for review these have been reviewed and where necessary revised and the Compliance Oversight Group recommend approval

- Equality and diversity policy and Dignity at Work Policy
- Safeguarding policy
- Complaints policy
- Health and safety policy and procedures

Proposal to approve the recently reviewed Policies

RESOLVED that all policies listed above are approved with the exception of the Complaints Policy which Cllr JT wished to be reviewed further.

09-079/3 Communications policies

The following policies have now been reviewed, and the Compliance Oversight Group recommend approval

- Media Policy
- FoI Policy
- Information Sharing Agreement

Proposal to approve the recently reviewed Communications Policies

RESOLVED that all policies listed above are approved.

09-079/4 To confirm AUDIT CHECKLIST RECOMMENDATIONS ACTION PLAN – confirmed.

09-078/5 Proposal to approve the RoPA (Record of Processing Activities) for Buckden Parish Council

RESOLVED that it is approved.

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09-079/6 To note that the suggested date for Finance and Compliance Group meeting to set the budget for next year, is 20th October 2026 7.00pm - all councillors to attend

09-079/7 All Councillors are invited to review their Roles and Responsibilities and send in their updates. Noted.

09-080 Finance, Cllr Peter Clark, report attached

09-080/1 Proposal 1 To agree to the new arrangements for Finance Oversight

Cllrs PC, EL and volunteer Mark Williams.

Will review Finance Regs in compliance with this

RESOLVED that it is approved.

To approve Terms of Reference

RESOLVED that it is approved.

09-080/2 Proposal 2 to agree to the reduction in the number of Bank Accounts as outline above

Close x 2 Natwest and CBS accounts.

RESOLVED that it is approved.

09-080/3 Corporate Credit card - To approve the increase of spending limit per transaction from £500 to £1,000

RESOLVED that it is approved.

09-080/4 To note monthly oversight and updates on current expenditure and financial matters, with quarterly reviews of performance against the budget.

Noted.

Quarter 1 report budget against expenditure presented to the council

It was noted that some of the formulae were inaccurate, showing a major deficit instead of a surplus. Agreed to leave % in. Thanked Cllr EL and RM. **Cllr EL** will review.

09-080/5 To note that accounts for August 2026 are to be checked, to meet the requirements listed in our Financial Regulations, thanks to Cllr D Gregory

09-080/6 To note two Grant and Donation applications received:

After Exercise Class - Friday and Wed classes asking £500 each to cover the additional Hall Hire fees

Donation of £500 was approved from the Hub budget.

09-080/7 To note the 2026.27 National Salary Award has been implemented

Noted.

09-080/8 To approve September 2026 Payments

RESOLVED that Payments be approved.

09-081 Flood Advisory Group, no meeting held – report on Flood Water Events 29th August 2026, Cllr A Joy

Report circulated. Flooded underpass. Sewage in Manor Gardens. There were issues in three other locations. CCC LLFA took the report issued by Flood group and all the relevant authorities were notified.

Draft Emergency Plan needs finalising. ELNINIO was discussed.

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Cllrs AJ, AHJ and CU will be part of the group.

Parish Council thanked Cllr Aidan.

- 09-082 Planning Committee Cllr P Clark**
09-082/1 To note the Planning Meeting Minutes of 14th July 2026 – noted.
09-082/2 To note that Planning meeting was held prior to the PC meeting – Cllr PC briefed Cllr son the applications discussed tonight. Noted.
- 09-083 Large Scale Planning Advisory Group, Cllr J Thelwall.**
No meeting held, HDC Local Plan will be issued soon and will need to be considered.
There was a minor amendment of the original parameter plan issued on 27th August regarding Silver Street but HDC did not informed us.
Savills licence provided to us so we can use allotments till April 2027.
- 09-084 Neighbourhood Plan Advisory Group, Cllr J Thelwall**
The group have not yet met. It all depends on the outcome of HDC Local Plan vote which is taking place tomorrow.
- 09-085 Village Maintenance Committee, verbal update, Cllr A Howell-Jones**
2 grant applications for the Play Area submitted – one to HDC (will hear first from them) and another for FCC. Requested £100,000.
Pump Track – no decision made yet. Will talk about it at the next meeting.
Meeting on 10th. September to discuss the contract for the Christmas Lights 2027.
- 09-086 The Hub, verbal report, Cllr A Pancholi-McCann**
Cllr Anita Pancholli-McCann resigned and will be missed. Who will take the lead is not yet decided. Discussion to be taken on at Thursday's meeting.
- 09-087 Highways and Sustainable Transport Advisory Group, meeting to be held on 7th September, Cllrs G Sansom and C Underwood**
Met last night, notes issued, will be presented at the Oct BPC.
We are meeting National Highways (NH) on 7th Oct to rebuild bridges; it is purely BPC meeting to which NH are invited.
Several on going issues contacting CC Cllr LB, will continue pressing that.
Lost CC Highways officer who was very proactive.
Anglian Water are carrying out works on Perry Road and access will be disturbed between 19th October and 25th March on a regular basis.
Brampton Cross still ongoing.
It was reported that there were quite a lot of bad accidents on the A1 recently.
- 09-088 Green infrastructure and Biodiversity Advisory Group, Cllr C Underwood**
Meeting scheduled on 30th September.
- 09-089 Village Hall Liaison, no meeting held, Cllrs P Clark and C Underwood**
Agreed to make a date.
- 09-090 Allotments Advisory Group, meeting held 4th August 2026, report attached, next meeting scheduled on 7th September 2026, Cllr C Underwood**
No questions on the report.
- 09-091 Communications Advisory Group, no meeting held, Cllr A Howell-Jones**

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09-092 Correspondence, matters remaining unresolved, the chair

09-093 To note points of Communication to the Parish

09-094 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.

Verbal report regarding the Allotments sheds, Cllr John Thelwall

Savills asked us to vacate wooden and flood sheds immediately. We have emailed Morris Homes (MH) and asked is it possible for them to ask Church Commissioners not to vacate BPC. MH referred the matter to their directors.

Thank you expressed to Cllr JT for dealing with this matter on BPC behalf.

09-095 The next Parish Council Meeting is:

- **Tuesday 13th October 2026 at 7pm at the Village Hall**

Meeting closed at 8.58pm