

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 10 November 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
5 November 2020

AGENDA

(2020-21) 11-93	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) 11-94	Apologies for absence To receive and accept apologies for absence.
(2020-21) 11-95	County and District Councillor Reports. 11-95/1 To receive report from County Councillor, report attached. 11-95/2 To receive report from District Councillor, verbal update Questions on any reports received.
(2020-21) 11-96	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.
(2020-21) 11-97	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) 11-98	To consider co-option to fill the Vacancy for A Councillor on Buckden Parish Council
(2020-21) 11-99	Chairman's report 11-99/1 Questions on the report.
(2020-21) 11-100	Minutes 11-100/1 To agree and sign the minutes of the Parish Council meeting held on 13 October 2020. 11-100/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached

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(2020-21) 11-101	Finance, Joint report from Finance and Compliance AGs attached, Cllr S Ashwell <u>11-101/1 TO REVIEW THE PROPOSED BUDGET AND THE PRECEPT REQUEST TO BE SUBMITTED TO HDC FOR FINANCIAL YEAR APRIL 2021 TO MARCH 2022</u> As part of our statutory responsibilities full Council is required to agree a budget for 2021-22 and, on the basis of that, to consider and agree the figure that will be requested for the Parish Precept for 2021-22. The proposed Precept for Buckden Parish Council for 2021-22 is £149,201 This equates to an increase per 'Band D equivalent house' of approximately 7p per week on their Council Tax. • This is calculated to be a 2.99% increase in cash terms for householders (subject to confirmation by HDC of the number of Band-D equivalent houses to be included). • Our working assumption is that this will be 50 additional houses. Proposal Council is asked to review the proposed budget and supporting information about CIL and Reserves and to authorise the Clerk as RFO to submit the Precept request to HDC including any final adjustments to the proposed budget (Appendix) if they are agreed at the November Council meeting. <u>11-101/2 TO REVIEW THE PROPOSED FINANCE ARRANGEMENT FOR THE IMPROVEMENTS TO THE HANDYMEN'S STORAGE AND WORKSHOP FACILITIES</u> Proposal Council is asked to review the proposed funding arrangement for the improved facilities and supporting information in the Appendix and to authorise the RFO to make the payment when it becomes due. 11-101/3 To note Cashbook, Bank Balances, Budget reports and Bank Reconciliation as at 31 October 2020 11-101/4 To note that Cllr C Gillam will verify the 2nd quarter accounts, as per PC Financial Regulation 2.2. 11-101/5 To Approve 10 November 2020 Payments for Sanction.
(2020-21) 11-102	To Consider Planning Committee Report, Cllr S Ashwell 11-102/1 Minutes of the Meetings 13 Oct 2020 and 27 October 2020 Meeting 11-102/2 Verbal update on the meeting 10 Nov 2020
(2020-21) 11-103	To Consider Update from Large Planning Committee, verbal update, Cllr M Hassall and A Howell-Jones 11-103/1 A1 Safety Advisory Group Update
(2020-21) 11-104	Compliance Advisory Group, Joint report from Finance and Compliance AGs attached, Cllr C Underwood Questions on the report 11-104/1 Proposal: To endorse the outline plans for managing the Neighbourhood Plan and Community Action Plan 11-104/2 Proposal to agree the criteria and application form for CIL money bids and the communication proposals 11-104/3 Proposal to allow the Chair of Parish Council to further pursue discussions with key parties on Emergency Contingency Plan and report back to Council.

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	11-104/4 Councillor email address Councillor email address It was agreed, subject to confirmation by Cllr Duncan, that Parish Council emails should be published and to avoid 'phishing', scams etc change the '@' to 'at'. Subsequently Cllrs Hassall and Duncan emailed further information about the issue. In the light of the concerns raised the following proposal is made. Proposal That the current Chair and Vice Chair will have their Parish Council email addresses published in the format: <i>acouncillor"at"buckdenpc.org.uk</i>. The information on the risks associated with having an email address on line will be circulated to all Councillors. If a Councillor wishes to have their email address published, they should inform the Clerk by 30th November 2020. 11-104/5 Proposal to adopt Equality and Diversity Policy 11-104/6 Proposal to adopt Lone Working Policy 11-104/7 Proposal to approve revision to Complaints Policy
(2020-21) 11-105	General Purposes and Cemetery Advisory Group, verbal update, Cllr B Millard
(2020-21) 11-106	Climate Change Mitigation Advisory Group, report attached, Cllr A Jones 11-106/1 Proposal: Purchase of a FLIR C5 Compact Thermal Camera, Resolution 160 x 120 with MSX enhancement at a cost of £750 including VAT Proposal that the council considers bringing forward the purchase of a Thermal imaging Camera, from the agreed budget of the Climate Change Mitigation Advisory Group 2021 /2022 to now, in this approaching winter.
(2020-21) 11-107	Highways and Road Safety Advisory Group, verbal update, Cllr E Scott
(2020-21) 11-108	Rights of Way and Trees Advisory Group, Cllr C Underwood 11-108/1 Advisory Group meeting Minutes attached.
(2020-21) 11-109	Village Hall Liaison, verbal update, Cllr Steel
(2020-21) 11-110	Allotments Advisory Group, report attached, Cllr S Studd 10-87/1 Questions on the report
(2020-21) 11-111	Digital Communications Advisory Group, Cllr A Howell-Jones No update
(2020-21) 11-112	Correspondence, matters remaining unresolved
(2020-21) 11-113	Neighbourhood Plan, report attached, Cllr A Howell-Jones 11-113.1 Questions on the report
(2020-21) 11-114	Points of Communication to the parish, Cllr A Howell-Jones

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(2020-21) 11-115	Date of the next meeting on Tue 8 December 2020 at 7.30pm via Zoom Conference call
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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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