

BUCKDEN PARISH COUNCIL OPERATIONAL PLAN 2022-2023

FINANCE (Finance Advisory Group FAG) to ensure that the Council budgets prudently and responds to the changing needs of the village.					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
F1 Manage overall CIL Funding and Project budgets and any other projects with external funding.	BPC	On track	CIL (Lucks Lane) £199K Spreadsheet of commitments 2022-23	All funds must be spent within 5 years from receipt	
COMPLIANCE (Compliance Advisory Group CAG) to ensure that the Council is legally complaint and achieves Local Council Award					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
CAG 1 Apply for Local Council award scheme 1. Register for scheme 2. Complete application	CAG	On track	£200	By September 2022	Application for Registration approved by PC February
CAG 2 Put in place: 1. Map of landownership 2. Map of maintenance accountabilities	CAG & GP&C	1) Not yet actioned 2) On track	Budget for Land Registry search and Parish On line fee	By May 2023	Parish Online in conjunction with Edge assets register supports this action
COMMUNICATIONS (Communications Advisory Group Coms AG) to ensure the Council's communications are accessible to all and inform and involve residents.					
Action	Owner	Status	Budget/Resources	Timescales	Notes/ update
Coms AG 1 Actively welcome newcomers to our village and help them integrate. Publish and distribute a welcome pack.	Coms AG	Publication Completed Distribution on track	£600	On going	Printing costs included in Comms AG budget

Coms AG 2 Proactively respond to residents' concerns at both individual and collective level	Coms AG	On track,	Salary costs approx. £5,000	On going	Lobbied District, County and MP in relation to flood issues Increased staff level Seek to be more responsive to Facebook when concerns are aired.
Coms AG 3 Additional communication media, including digital, will be adopted by BPC to promote and facilitate effective communication to all age groups.	Coms AG	On track,	Salary costs approx. £2,000 Glassblade costs £600	New Facebook page January 2022	On going monitoring and revision as required
Coms AG 4 Purchase and install AVA equipment in Millard Suite to facilitate participation in Council events		On track	Approx, £10,000	September 2022	
Coms AG 5 Better meet expectations of our residents by ensuring they are informed about the scope of Parish Council duties and powers. • Regular updates on work of Council • At least one focus group meeting per annum • Annual Parish Meetings • Actively promote NP, CAP and CIL amongst residents	Coms AG	On track	£1,000 for inserts in Roundabout	On going	Regular information being written to explain work of Council for inclusion in Roundabout and pasting on website and Face book Focus meeting in relation to Highways held
Coms AG 6 BPC will identify those residents who are 'harder to reach' and act as far as they can to help appropriate	ComsAG	On track,	Room hire Catering	On going	Participated in ageing research.

communication gets to them, directly or through other means			£1,500 including emergency response actions		Linked with Brampton Men's shed
Coms AG 7 Encourage residents to self-report issues wherever possible. Ensure up to date list of contacts on website	ComsAG	On track,	N/A	On going	Information on website Utilise Facebook as required
LARGE SCALE PLANNING Advisory Group (LSPAG) work with District and County Council to ensure due weight given to NP					
Action	Owner	Status	Budget/Resources	Timescales	Notes/ update
LSPAG 1 Highlight where planning applications do not comply with Neighbourhood Plan Policies.	LSPAG	On track,	Funding for specialist advisers Budget £5,000 pa	On going	
LSPAG 2 Actively monitor post planning enforcement	LSPAG & Planning Com	On track,	N/A Time	On going	Through regular lobbying
LSPAG 4 Communicate effectively to residents about planning applications	LSPAG and Planning Committee	On track,	Remote or hybrid meetings with observers	On going	Information in Roundabout, on website and now being posted on Facebook page
PLANNING Committee (P Comm) to ensure that all planning applications are scrutinised for adherence to planning requirements and NP policies					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
P Comm 1 Ensure BPC responses to planning applications take full account of Neighbourhood Plan Policies	P Comm & LSPAG	On track,	Budget for specialist advice; see LSPAG – shared budget	On going	

HIGHWAYS and SUSTAINABLE TRANSPORT (H&STAG) work to make Buckden safer and more accessible for walkers, cyclists and those with mobility issues and to promote public transport					
Pavements					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
H&STAG 1 Regularly inform HDC and CCC of repair requirements	H&STAG	On track,	May choose to use CIL funding in LHI bids	On going	
H&STAG 2 Undertake an analysis of both the accessibility and state of repair of pavements.	H&STAG	On track,	Time and volunteers	Annual survey	Part of work planned for Highways group
H&STAG 3 Use analysis in Local Cycling and Walking Infrastructure Plan, (LCWIP) to plan for additional dropdown kerbs, improving surface of paths, requesting reinstate and extend double yellow. Seek grant funding to facilitate these improvements	H&STAG	On track,	Bids made required match funding £9,500 set aside for this	Bids made by May 2022	
Roads					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
H&STAG 3 Regularly inform HDC and CCC of repair requirements	H&STAG	On track,	Time	On going	
H&STAG 4 Keep the pressure on National Highways and CCC to repair potholes rapidly	H&STAG	On track,	Time	On going	Encourage use by residents of CCC reporting tool – quantity of reports matters

Road Safety					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
H&STAG 5 Seek opportunities to make our village a safer place for all e.g. promoting speed limits and by applications for grants/use of CIL funding	H&STAG	On track,	Time Volunteers	On going	Focus group meeting, MVAS speed signs purchased (installed 24 th Jan & 5Feb), Speed watch group in place.
H&STAG 8 Continue to support Speedwatch volunteers to monitor speeding traffic within the village.	H&STAG	On track	Volunteer time	On going	Has been on hold because of Covid Priority areas to be identified by H&STAG
Cycling					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
Ensure that the cycle route to Hinchbrook school and the station is fit for purpose and that improvements are made by the Highways Authority (CCC) to ensure safe crossing points	H&STAG	On track	£ 220,000 of this £100,000 HDC Strategic CIL	By September 2023	Bid for CIL money achieved additional funds from CCC underwritten by BPC
Improve cycle parking in the village	H&STAG	On track	£1,000	By November 2022	Active Travel initiative to fund
General Purposes and Cemetery (GP&CAG) to maintain and improve the village infra structure					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
GP&CAG 1 Put in place Digital mapping of cemetery and stability testing of memorials	GP&CAG	On track	2022-23 budget £1,700	By May 2022	
GP&CAG 2 To maintain oversight of BPC owned village infra structure and repair and replace as necessary	GP&CAG	On track	Total BPC assets value £106,268.80 @31March2022 continued	On going Monthly	E.g. litter bins, village sign To add Zip wire & Boulderling Walls

			Maintenance budgeted for £35,616		
GP&CAG 3 Look for opportunities to improve infrastructure in particular facilities for young people	GP&CAG	On track	CIL funds to be used - £12,362	2022 project on track	Zip wire and climbing wall Paths and planting at Hunts End
Climate Change Mitigation Advisory Group (CCMAG) to develop strategies for the village to mitigate Climate change and its effects					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
CCMAG 1 Develop Buckden Village Plan for Climate Mitigation	CCMAG	Not yet actioned	Time £1,500 for publicity materials	To be confirmed	
Green Infrastructure and Biodiversity Group (GI&BDIAG) to maintain and develop the biodiversity in the village					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
GI&BAG 1 Promote use of paths through liaison with local community groups in particular youth groups and school	GI&BAG	On track	Time and volunteers Cost of leaflets £250	On going	Footpath maps produced and in public places, pubs telephone box and on line.
GI&BAG 2 Support proposals to develop the footpath infrastructure by incorporating paths developed by Aggregate Industries at Paxton Pits site.	GI&BAG	On track	Time and volunteers	On going	Liaison meetings attended
GI&BAG 3 Work in partnership with landowners and Little Paxton Pits nature reserve to promote use of paths between villages.	GI&BAG	On track	Time and volunteers	On going	Signed up to Slow ways

GI&BAG 4 Identify paths which are frequently walked but are not currently Rights of Way and put in processes for claiming a right of way through user-evidence	GI&BAG	On track	Time and volunteers	By May 2023	Initial discussions with CCC Users identified
GI&BAG 5 Establish a Friends of Buckden footpaths group that will take responsibility for reporting issues and carrying out minor maintenance work.	GI&BAG	On track	Time and volunteers	By May 2022	
Biodiversity					
GI&BAG 6 Adopt a landscape assessment strategy, to include wildlife and green spaces, biodiversity improvement to increase flora and fauna in village From strategy develop action plan for Council to include a review of management policies for the open spaces BPC manages to enhance biodiversity and manage our operating costs, and work with others within the Village to do the same Use strategy to inform work of handymen	GI&BAG	On track	£950 for Strategy and action plan	By May 2022	Strategy written. It now needs to be adopted and actioned
GI&BAG 9 Fund biodiversity improvements in Churchyard and other areas	GI&BAG	On track	£1,500	All areas planted by November 2022	

GI&BAG 10 Continue to support education and communication about the local environment Produce a series of biodiversity leaflets	GI&BAG	On track	£500 plus volunteers' time	Throughout 2022	Series of leaflets being produced Calendar of event which will be promoted monthly
Allotments Manage allotments to ensure plots are well maintained and full occupancy sought. Develop community aspect of the Allotments					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
Further opportunities to improve the allotments as a facility for the community will be sought and encouraged Communal shelter Improved fencing	AAG	On track	£1,000 shelter £6,700 fencing £250 Skips £300 Rodent mgt	By May 2022 and ongoing	Further fencing may be required

Working with other organisations					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
Where links have been established with key organisations nominated Councillors will maintain and develop those links • Churches • Buckden School • Buckden Surgery • Buckden Towers • The various Churches • Great Ouse Valley • The Quarry	BPC	In Progress			Limited feedback to first draft of schedule.

Working with other organisations					
• Diddington • National Highways • Huntingdonshire District Council • Cambridgeshire County Council • Volunteer Groups • Emergency Response Group • Other Local Councils					
Maintain and develop liaison with adjacent Councils, working with them on key issues such as the A1, the Offord level crossing, and River Great Ouse.	BPC				

Status **On track**, **On Hold** **Completed** **Not yet actioned**

Completed actions 2021 2022

F2 Consult with residents on use of CIL funds	FAG and Comms	Complete	N/A		A full consultation has taken place.
		Not yet actioned	Room hire	As required	Further consultation may be held.
Coms AG 8 Increase sign up to web site including utilising NP respondees	ComsAG	Completed	N/A	March 2022	

H&STAG 6 Support any actions taken by the primary school to encourage parents to walk children to school and to park more considerately.	H&STAG	On track,	Grant funds as requested		Money donated to school for parking signs
Fund the 5 metre extension of the cycle route that goes under the A1 from the bridge to Mere Lane	H&STAG	Completed	Time		
CCMAG 2 Use a Heat Loss Energy Camera	CCMAG	Completed	Time	Quarterly reports to Council	Gather and publish info on actions that resulted from use; testimonials

ON HOLD

Coms AG 4 Put in place communication plan in relation to Emergency planning	Coms AG	On hold	Budget for message distribution	By July 2022	Early draft but need to get someone to take forward
LSPAG 2 Advise on development of more Alms House provision	LSPAG	On track,	N/A	On going	
H&STAG 7 Actively seek to take part in CCC pilots to minimise parking and vehicles waiting with engines running in the vicinity of the school.	H&STAG	On hold	N/A		School Streets tried but insufficient volunteers to make it viable
Public Transport					
Action	Owner	Status	Budget/Resources	Timescales	Notes/Update
H&STAG 9 Seek opportunities to improve public transport links connecting Buckden to	H&STAG	On track	Time	On going	Promoted Ting Further promotion to be planned

other transport networks and to nearby villages and large towns.					
GI&BAG 7 New wood for Buckden, increase tree canopy cover, encourage residents to plant trees, provide trees where it is within our powers to do so	GI&BAG	Not yet actioned	In reserves		
GI&BAG 8 Land acquisition proposals to be developed if considered a priority for wild life and green space development	GI&BAG	Not yet actioned	On hold – consider CIL		What would it cost for Parish to rent meadow rather than have it used for Solar?