

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 November 2022 at 7.00pm at Village Hall

Present:

Councillor: Caroline Underwood, Chair

Councillors: Anne Howell-Jones, Sue Ashwell, Gerald Sansom, Vikki Browning, Madelaine Fraser, and Catherine Grigg, Allan Jones, Richard Salmon, Peter Clark and Darrell Herd.

Clerk: Ramune Mimiene

HDC Cllr Martin Hassall

CCC Cllr Ken Billington

6 members of the public

MINUTES

11-106 Apologies for absence.

To receive and accept apologies for absence – Cllrs John Thelwall and Dave Duncan sent apologies for absence.

CC Cllr KB explained that he is having issues with his email system, apologies for previous meetings, as he stated, were sent but not received.

Cllr AJ joined the meeting.

11-107 Declarations of Interest

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

Cllr VB declared a Non-Participatory Disclosable interest in Agenda item 11-133/4.

To receive written requests for the new Disclosable Interest dispensations – None.

11-108 Minutes

11-108/1 To agree and sign the minutes of the Parish Council meeting held on 11 October 2022.

Cllr MF was recorded as present at Oct PC meeting as well as apologised for the attendance at the same meeting. Cllr MF was crossed out of the Attendees list at Oct meeting.

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 with the above amendment. Carried.

11-108/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.

Reviewed and updated.

11-109 County and District Councillor Reports.

11-109/1 To receive a report from County Councillor Ken Billington, verbal update.

11-109/2 To receive a report from District Councillor Martin Hassall, report attached.

11-110 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.

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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.

A member of the public raised the issue of the lack of hedges either side of Lucks Lane near the Bloor development. He also stated that it is now a good timing to plant hedging.

Cllr SA will revisit the planning conditions and contact Lucks Lane developers reminding them about their obligations regarding hedges on the development side.

Cllr CU will follow up on the hedges other side of the area in question.

11-111 The Council currently has 3 vacancies

To consider Co-option to fill the vacancies on the Parish Council

Members of the public left the meeting

Council discussed the 2 applications received.

It was agreed to co-opt both candidates.

Proposal: Proposed by Cllr CU, seconded by Cllr CG, all in favour and it was RESOLVED that Peter Clark and Darrell Herd are co-opted to the council. Carried

Members of the public re-joined the meeting

Peter Clark and Darrell Herd joined the council.

It was noted that Cllr Dawn Packham resigned at a short notice. Cllr DP contribution to council work will be missed.

11-112 Chairman's report, report attached

Questions on the report.

Concerns were raised regarding the interim bus time schedule. It was agreed to monitor and review when the permanent timings are confirmed. Bus schedules can be viewed on

<https://bustimes.org/>

Council received a notification regarding Buckden to Brampton cycle path from CCC Highways that the costs will be significantly higher than anticipated at £475k. CCC will therefore need to secure more CCC Integrated Transport Block funding; the decision on which will be made in January 2023 by CCC Highways and Transport Committee. In the meantime, CCC will be undertaking detailed design work on the scheme which should be completed by Feb/March - all of the design work is funded through the initial ITB funding CCC received.

Therefore, some risk that:

a) CCC do not receive the additional funding necessary to deliver the scheme and

b) if CCC do receive funding the start of construction will be delayed and so completion will be beyond the end of May 2023 deadline.

BPC will continue to progress the scheme. CC Cllr KB will pressure ITB.

11-113 Finance, meeting held on 25 October 2022, report attached, Cllr S Ashwell.

Questions on the report.

11-113/1 Preparation of the BPC Budget and Precept application for funding in 2023-24

Proposal: That the budget (as agreed following discussion at the November 2022 Council meeting) is adopted, subject to reporting to Council at its December meeting of final year-on-year change, as it is expected by then Hunts DC will have published the number of Band-D-equivalent dwellings in the Buckden and Diddington Parish which they will use to calculate the change in BPC Precept 2023-24.

The draft proposed Budget was presented to the council and all questions raised were answered.

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Additionally, the Clerk to inform the payroll provider of the National Salary Award to be implemented and backdated to 1 April 2022.

11-113/2 Proposal: That the Staffing Advisory Group be authorised to arrange with BVHT an additional room as BPC regular office & meeting space by taking on a lease to a room off the VHT Foyer.

This meeting space exclusive to BPC would not replace the use of the Millard Room for full Council and Planning Committee meetings.

The Staffing AG be authorised to make an agreement with BVHT without further reference to Council if the cost is within the level of budget available in the existing BPC budget for accommodation, plus the necessary additional costs which BVHT have advised they will be obliged to add due to the increase in their Utility costs etc.

For the avoidance of doubt, costs that would exceed the planned budget plus anticipated utility on-costs would be referred back to full Council.

Proposal: Proposed by Cllr SA, seconded by Cllr CU, all in favour and it was RESOLVED to allow Staffing AG to negotiate the best price. Carried

5 members of the public left the meeting

11-113/3 To note that Cllr G Sansom agreed to verify the quarterly accounts (April, May and Jun 2022), as per PC Financial Regulation 2.2. Q1 Accounts (all accounts) have been verified.
Noted.

11-113/4 To approve November 2022 Payments for Sanction.

General payments Gross £6,643.65

Wages £7,049.50

Total Nov payments: £13,693.15 GROSS

For new Councillors the Clerk explained how the accounting programme works. The software groups some payments together which shows in cheque totals. It does not mean that PC pays them more than once.

Cllr VB did not participate and did not vote.

Proposal: Proposed by Cllr SA, seconded by Cllr AHJ, all in favour and it was RESOLVED that November payments are approved. Carried

11-114 To Consider Planning Committee Report, Cllr S Ashwell

11-114/1 To note the Minutes of the Meetings on 11 October 2022 – Approved.

11-114/2 To note that Planning meeting will be held on Tue 8 November 2022

It was noted that ACV¹ will be brought to full Council, which is suggested to be considered at the extraordinary Council meeting.

11-115 Large Planning Group, no update

11-116 Flood Advisory Group, see Chair's report

11-117 Compliance Advisory Group, no meeting held, Cllr C Underwood

11-117/1 To review Equality and Diversity Policy – this needs checking, action to the Clerk.

¹ Asset of Community Value

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11-117/2 Ensuring value for money in the use of single tender actions annual policy review

Proposal: Proposed by Cllr CU, seconded by Cllr GS, all in favour, it was RESOLVED that the reviewed Policy is approved. Carried

11-117/3 To approve the reviewed and amended Standing Orders April 2022

Proposal: Proposed by Cllr CU, seconded by Cllr GS, all in favour and it was RESOLVED that the Policy is approved. Carried

11-118 General Purposes and Cemetery Advisory Group, meeting held on 17 October 2022, report attached, Cllr A Howell-Jones

No questions on the report.

11-119 Climate Change Mitigation Advisory Group, no report, Cllr A Jones

See Chair's report. Noted.

11-120 Highways and Sustainable Transport Advisory Group, meeting held on 17 October 2022, report attached, update Cllr G Sansom

Questions of the report. Cllr CG and a resident attending the meeting tonight joined this AG.

To note that handymen checked the salt bins and reported to County Council the empty one. One bin was found damaged, the replacement ordered.

11-121 Green infrastructure and Biodiversity Advisory Group, no report, Cllr C Underwood

Next meeting scheduled for 15th November

Standing orders were suspended to allow a member of the public speak

A question was raised about the Quarry at northern part of the village. It was noted that the offer has been withdrawn.

Meeting was re-opened

11-122 Village Hall Liaison, meeting held on 19 October 2022, report attached, Cllr C Underwood

Proposal: BPC to take responsibility for County Council supplied cycle racks installed by the entrance to the VHT and to add them on the asset register and maintain if required.

Proposal: Proposed by Cllr CU, seconded by Cllr CG, all in favour and it was RESOLVED that to add cycle racks by the entrance to the VH to BPC Assets Register. Carried

11-123 Allotments Advisory Group, meeting held 12 October 2022, report attached, Cllr C Underwood

No questions on the report.

11-124 Communications Advisory Group, no meeting held, verbal update, Anne Howell-Jones

11-125 Staffing Advisory Group, no meeting held, no report, Anne Howell-Jones

To implement National Salary Award, as noted under Finance section.

11-126 Correspondence, matters remaining unresolved, Cllr C Underwood

Noted.

11-127 To agree points of Communication to the Parish, Cllr A Howell-Jones

Agreed.

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EXCLUSION OF THE PUBLIC AND PRESS

- 11-128** 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

Confidential Matters, if required.

Report presented to the council and action plan agreed.

- 11-129** **Date of the next meeting is Parish Council Meeting which will be held on Tuesday 13 December 2022 at 7pm at the Village Hall**

Meeting finished at 9.04pm

Signature

Date.....

Buckden Parish Council

Expenditure transactions – November payments approval list

Start of year 01/04/22

No	Payment Reference	Gross	Vat	Net Invoice date	Details	Cheque
1256	BACS2211 08Viking2	£54.52	£7.27	£47.25 20/09/22	Viking - Paper and stamps for Cemetery letters	£54.52
1255	BACS2211 08Viking1	£16.54	£2.76	£13.78 28/09/22	Viking - Stamps for Roundabout team	£16.54
1236	BACS2211 08Wicksteed2	£198.00	£33.00	£165.00 29/09/22	Wicksteed - Quarterly Zip wire and Boulder wall inspection	£198.00
1239	BACS2211 08Firstrespo	£150.00	£0.00	£150.00 03/10/22	Grafham Water Community First Responders - S137 Grant approved in 2022.23 Budget	£150.00
1250	BACS2211 08Maskear	£73.76	£12.29	£61.47 08/10/22	Maskearaid Ltd - Consumables for handymen	£73.76
1249	BACS2211 08CAPALC	£75.00	£0.00	£75.00 11/10/22	CAPALC - Councillor training 11, 18 and 25 Oct 2022	£75.00
1241	BACS2211 08SLCC1	£1,050.00	£0.00	£1,050.00 12/10/22	SLCC - Level 4 Certificate of Higher Education in Community Governance	£1,050.00
1242	BACS2211 08SLCC2	£840.00	£0.00	£840.00 12/10/22	SLCC - Level 4 Certificate of Higher Education in Community Governance	£840.00
1240	BACS2211 08MGeorge	£432.00	£72.00	£360.00 14/10/22	Mick George - Mixed Waste Skip for Allotment Holders - reimburse SW	£432.00
1246	BACS2211 08Centurio	£996.00	£166.00	£830.00 18/10/22	Centurio Site Services Ltd - Buckden Christmas Lights road closure traffic	£996.00

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management

1235	BACS2211 08Wicksteed1	£0.00	£0.00	£0.00	19/10/22	Wicksteed - Surf rider	£0.00
1237	BACS2211 08BVHT1	£61.20	£0.00	£61.20	21/10/22	BVHT - Millard Suite Hire 11Oct2022	£61.20
1245	BACS2211 08Notcutts	£25.00	£4.17	£20.83	21/10/22	Notcutts - Gift Voucher Best Allotment Plot Holder - reimburse MB	£25.00
1244	BACS2211 08RT	£130.00	£0.00	£130.00	22/10/22	Roy Handy Man (Roy Tucker) - Downloading of MVAS data, exchanging and charging batteries	£130.00
1243	BACS2211 08PrivacyW or	£576.00	£96.00	£480.00	24/10/22	The Privacy Worx Ltd - DPO Consultancy Sevices - FOI Request support	£576.00
1238	BACS2211 08BVHT2	£30.60	£0.00	£30.60	25/10/22	BVHT - Millard Suite Hire 25Oct2022 Finance meeting	£30.60
1254	BACS2211 08TheBusi nes	£727.50	£0.00	£727.50	26/10/22	The Business Printing Company - Roundabout Booklets	£727.50

Signature

Signature

Date

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Expenditure transactions - payments approval list start of year 01/04/22

No	Payment Reference	Gross	Vat	Net Invoice date	Details	Cheque
1253	BACS2211 08Amey	£84.14	£14.02	£70.12 28/10/22	AmeyCespa (East) Ltd - Mixed General Waste 4, 11, 18 and 25 Oct 2022	£84.14
1258	BACS2211 08Ibbetts1	£59.33	£9.89	£49.44 31/10/22	Ibbetts - Filter air and fuel	£59.33
1259	BACS2211 08Ibbetts2	£123.05	£20.51	£102.54 31/10/22	Ibbetts - PPE ear and eye protection	£123.05
1251	BACS2211 08Lexis	£131.99	£0.00	£131.99 01/11/22	LexisNeris - Local Council Administration - Book	£131.99
1252	BACS2211 08SurreyHil	£660.00	£110.00	£550.00 01/11/22	Surrey Hills Solicitors LLP - Legal advice re FOIA request	£660.00
1257	BACS2211 08Viking3	£114.79	£19.13	£95.66 01/11/22	Viking - Cartridge	£114.79
1247	DD221109 HDC	£34.23	£0.00	£34.23 09/11/22	HDC - General Waste	£34.23
		£7,049.50	£0.00	£7,049.50	Confidential	
Total		£13,693.15	£567.04	£13,126.11		