

BUCKDEN PARISH COUNCIL

Assistant Parish Clerk: Jessica Thomson Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407

Minutes of the Buckden Parish Village Maintenance Committee held on Friday 8 November 2024 at 9.30am at Village Hall

Present:

Councillor: Anne Howell-Jones, Chair

Councillors: Caroline Underwood, Madeline Fraser, Simon Leggate

Village Volunteer: Betty Millard

Clerk: Ramune Mimiene

Assistant Clerk: Jessica Thomson

Minutes

- 1 Apologies**
To receive and accept apologies for absence.
None

- 2 Update on the change of status from Advisory Group to Committee**
Welcome Simon Leggate to the Committee

It was decided by full council to change the Village Maintenance Advisory Group into a Committee so that decisions can be made during the meeting and because it would be a meeting that members of the public would be interested in.

We would like to thank Sue Ashwell for the incredible amount of work and time that she dedicated to the Advisory Group over the last couple of years and wish her well in her new ventures.

Margaret Carter has resigned due to personal circumstances; we thank her for her assistance and invaluable advice that she has given to the group over the past few months.

We welcome Cllr Simon Leggate to the Village Maintenance Committee.

- 3 Appointment of a chairperson**
Caroline Underwood put forward Anne Howell-Jones as Chairperson, this was seconded by Madeline Fraser.

- 4 Explanation of the role of clerk and assistant clerk with this Committee**
The clerk and assistant clerk take on a larger role within this committee than most as they manage the day-to-day responsibilities of the Village Maintenance and organising the Groundsman duties.

- 5 Terms of Reference**
To review and agree the TOR for the Village Maintenance Committee
Agreed that we would review and update and take to the December to council.

- 6 Budget**
A walk through of the submitted budget
Agreed to bring back after the council meeting.

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Previous Actions (following VMAG meeting July 2024)

- **Matters of accuracy** - none
- **Dog waste bin Longhall Road** – Trinity Estates have installed another Dog waste bin. We will review if this resolves the issue. If it doesn't we propose asking Trinity whether they would like the PC to install another bin that we would manage.
- **Village Children's Playground** – it was agreed that we intend to develop a proposal to update the playground with use of CIL or Grant money
- **Lychgate Remedial work** – this has been completed, RM to add gutters to handyman schedule
- **Update on new handbook and staff contracts** – Handbook is complete, RM to follow up with outstanding items on contract RE: tow bars / car insurance increase
- **Update on interviews and appointment of the new Groundsman** – We had some excellent candidates and have hired Mark Seager
- It has been suggested that we contact the Towers to see if there are any synergies that can be achieved in relation to, for example, grass cutting. This will be progressed in the New Year.
- **Advice on CCTV options in relation to fly-tipping on Stirtloe Lane** – it was noted that the County Council will not support us with this.
- **Questions about LED Lights being installed by Cambridgeshire County Council** – Cllr MF advised that she found out that Little Paxton have asked if they can have a net zero grant to do this and are waiting for a decision. Cllr MF and Clerk RM to talk to the Little Paxton Clerk and request they keep us in the loop and potentially join forces to make financial savings.

8

Items placed in BPC bins

There have been increasing issues with fires caused by batteries and it is proposed we do an education piece about this covering:

- **Safety – batteries**
- **Notice on recycling of items in bins**

Cllr MF has advised that HDC are offering new WEE bins for small electrical items. This is a free service, there are two sizes a small wheelie bin or a larger dumpster. It was discussed where this could go that would be good for villagers, it was noted that there was space next to the clothing bank in the Village Hall carpark, Cllr MF to enquire whether this would be acceptable. In principle it was agreed that we would move forward with this.

9

Defibs

It was noted that the Internal Auditor thought it may be worth checking if the defibs in the village could be used for children.

It was noted that the current pads are suitable to be used on adults and children.

10

Christmas Lights

- **Hunts End Tree and lights will need to be prepped for switch on, and the High Street remotes need to be updated – as we are no longer using our old electrician we need to identify a new one.** This has been resolved with a new electrician.
- **An update is also needed on when the Scaffolding at the Lion is going to be coming down.** JT to speak to the scaffolders.

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- **Update on Blachere installation.** Christmas Scheme to be put up on the 19th November

11 Christmas Market

- **Who is managing this year?** The Farmers Market Committee Christmas market
- **Road Closures** – Organised by the Committee and funded by the Parish Council.

12 Salt Bins

Ask handymen to check each salt bin currently in place and update on how full they find them by % - all bins checked, reported to HDC and refilled

13 Replacement of Mower.

- It was agreed to purchase the mower recommended by the Groundsmen.
- It was also agreed to develop a sustainable purchase policy including the criteria for procuring new equipment in an environmentally friendly way

14 Next Village Maintenance Meeting on Friday 6th December 2024 at 9.30am at the Village Hall

15 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.

16 End time – 10.45