

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 13 December 2022 at 7.00pm at Village Hall

Present:

Councillor: Caroline Underwood, Chair

Councillors: Anne Howell-Jones, Sue Ashwell, John Thelwall, Gerald Sansom, Madelaine Fraser, Catherine Grigg, Allan Jones, and Peter Clark.

Clerk: Ramune Mimiene

HDC Cllr Martin Hassall

CCC Cllr Ken Billington

5 members of the public

MINUTES

12-130 Apologies for absence.

To receive and accept apologies for absence.

Richard Salmon, Dave Duncan, Darrell Herd sent apologies for absence.

12-131 Declarations of Interest

To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda – None.

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

12-132 Minutes

12-132/1 To agree and sign the minutes of the Parish Council meeting held on 8 November 2022.

Proposal: Proposed by Cllr SA, seconded by Cllr AHJ, all in favour and it was RESOLVED that the minutes are approved as the correct record of the meeting. Carried.

12-132/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.

Cllr AJ joined the meeting.

1 member of the public joined the meeting.

12-133 County and District Councillor Reports.

12-133/1 To receive a report from County Councillor Ken Billington

No report. Verbal update under Open Forum.

12-133/2 To receive a report from District Councillor Martin Hassall, report attached

Verbal update provided.

A new HDC Local Plan (LP) is to be adopted in 2027. The suggestion was made that local PCs collaborate on responding to the consultation on the HDC Local Plan.

BPC will need to update the Neighbourhood Plan (NP) within 12 months of the making of the LP.

NP committee will need to be reformed for this purpose. Suggested updates have already been identified which will need to be implemented.

Councillor Hassall emphasised the point made in his report about the current approach to pavement repairs which fails to ensure the repair of the pavements in the worst repair. He will continue to campaign to get this changed.

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407

12-134 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.

HDC Cllr MH left the meeting

A member of the public spoke thanking the Parish Council and the Clerk for the implementation of the Christmas lights. **Clerk** to contact the company who organised the road closure so that they collect the boards left on site. A resident urged the PC to reconsider the articles on climate change in the Roundabout.

CC Cllr KB joined the meeting.

Flooding information shared this afternoon. CC Cllr KB reported on the unsatisfactory feedback he received re pavement issues he reported to CC Highways. It was also noted that road sweeping, gullies and clearing the drains are HDC responsibilities.

12-135 The Council currently has 3 vacancies

To consider Co-option to fill the vacancies on the Parish Council.
2 interested parties attended meeting tonight.

All members of the public left

Proposal: Proposed by Cllr CG, seconded by Cllr MF, all in favour and it was RESOLVED that Abi Bodele and Emily Lankfer are co-opted to the Council. Carried.

Members re-joined the meeting.

Two new Cllrs joined the meeting. Cllr JT to mentor AB, and Cllr SA is EL's mentor.

12-136 Chairman's report, report attached

Questions on the report

Proposal: To appoint Pam Fraser as a member of the Planning Committee

Proposal: Proposed by Cllr SA, seconded by Cllr AHJ, all in favour and it was RESOLVED that Pam Fraser is appointed to Planning Committee. Carried.

12-137 Finance, report attached, Cllr S Ashwell.

Questions on the report.

12-137/1 PROPOSAL TO DONATE THE FLOATING ISLAND TO VILLAGE HALL TRUST

In September 2022 Finance Report Councillors were advised about the purchase by BPC of an established floating island which was immediately installed in the Valley lake to help mitigate the effects of the very hot weather which had caused the stream which feeds the lake to dry up. That purchase was in line with the 2022 Buckden Parish Council Biodiversity Strategy and supports BPC Climate Mitigation initiatives. BPC's payment of the full price of this item @£2,724 meant that it became a BPC asset and the £454 VAT recoverable.

Buckden Village Hall Trust (BVHT) has subsequently raised money to support this floating island's maintenance, with ongoing benefits for fish, insects and birds at the valley lake. It is therefore suggested that arrangements are now made to pass ownership of the floating island to BVHT as it owns and manages the Valley and the lake, as well as the playing fields.

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407

Amended Proposal: That Buckden Parish Council donates the floating island to the Buckden Village Hall Trust, transferring the net value of £2,025 for this asset subject to confirmation from BVHT that they will be responsible for the maintenance and upkeep of the asset.

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

Cllr SA will draft a letter.

12-137/2 PROPOSAL TO TRANSFER SOME OF BPC RESERVES (SAVINGS)

Proposal for discussion: That BPC Council authorises the NatWest bank signatories (Cllrs Underwood and Ashwell) to move £100,000 from the business reserve account to either Unity Trust instant access savings account OR Nationwide 35-day business savings account.

Cllr AJ left the meeting

Agreed to leave NatWest account open. But not to use it.

Cllr AJ returned to the meeting

Following discussion it was agreed to amend the proposal to split the funds between the two accounts.

Amended Proposal: Proposed by Cllr CU, seconded by Cllr PC, all in favour and it was RESOLVED to proportionally split the funds between two accounts UT and Nationwide. Carried.

12-137/3 To finalise and approve BPC Budget and Precept for 2023-24

The Section 151 paper has been published by HDC. The "tax base" (band-D-equivalent dwellings) for Buckden (including Diddington) is set to rise by 60 compared to the current financial year.

This means that keeping the agreed budget figures from Nov22 BPC meeting, the Precept will rise by 3.4% = 8.2 pence per week (Band-D-equivalent dwelling)

- A rise of 50 dwellings had been factored in to Nov22 Draft 3 of the BPC budget

- Effective rise in Precept for each dwelling is now 0.7% LESS than discussed and considered acceptable by Council in November.

Proposal: Proposed by Cllr SA, seconded by Cllr AHJ, all in favour and it was RESOLVED that precept and budget for 2023.24 is £174,100.00. Carried.

12-137/4 To approve December 2022 Payments for Sanction or to pass a resolution to permit the RFO to make payments in a timely manner should full information not be available in time for Council review, due to a technical issue with the Finance system.

Additional payment agreed for the installation of the Christmas lights motives.

Proposal: Proposed by Cllr SA, seconded by Cllr CU, all in favour and it was RESOLVED that the Payments for Sanction including additional Invoice for the electrical works is to be approved. Carried.

12-138 To Consider Planning Committee Report, Cllr S Ashwell

12-138/1 To note the Minutes of the Meetings on 8 November 2022 – Noted.

12-138/2 To note that Planning meeting will be held on Tue 20 December 2022 and then 10 January 2023 – Noted.

12-139 Large Planning Group, verbal update, Cllr J Thelwall

No update.

12-140 Flood Advisory Group, Cllr J Thelwall

To Approve the Terms of Reference

Proposal: Proposed by Cllr JT, seconded by Cllr AJ, all in favour and it was RESOLVED that the ToR are approved. Carried.

Volunteers co-ordinators are needed.

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407

- 12-141 Compliance Advisory Group, no meeting held, Cllr C Underwood**
Mid-year audit completed - Internal Auditor's report attached – noted.
It was noted that we may not require a mid year audit but that if we do have one we should consider changing the auditor as is good practice.
- 12-142 General Purposes and Cemetery Advisory Group, meeting held on 16 November 2022, report attached, Cllr A Howell-Jones**
Questions on the report.
Update about the bin emptying during the Christmas period provided and can be found on BPC website.
- 12-143 Climate Change Mitigation Advisory Group, report attached, Cllr A Jones**
No questions on the report.
- 12-144 Highways and Sustainable Transport Advisory Group, meeting held on 17 October 2022, report attached, Cllr G Sansom**
MVAS UNITS MANAGEMENT
Proposal: That BPC agrees a contract for maintenance of the MVAS units to ensure continued operation and effectiveness. It is proposed that this contract is reviewed not later than 2 years after it is implemented.
It was noted that the information from the units would be of interest to the public. It was agreed that a feedback could be given through a report at the Annual meeting. Highways and Sustainable transport group to organise. The contract should be reviewed annually.
Proposal: Proposed by Cllr CU, seconded by Cllr GS, all in favour and it was RESOLVED to accept the above proposal. Carried.
- 12-145 Green infrastructure and Biodiversity Advisory Group, report attached, Cllr C Underwood**
No questions on the report.
- 12-146 Village Hall Liaison, no meeting held, no report, Cllr C Underwood**
Councillor Thelwall expressed concern about the lack of a proposed solution to the storage issue. Proposals to be developed in the New Year for discussion with VHT.
- 12-147 Allotments Advisory Group, meeting held 1 December 2022, report attached, Cllr C Underwood**
Questions on the report.
Proposal:
 - That the allotment deposit is raised to £50
 - That the annual fee is raised
 - o Full Plot – Residents £30, Non-Residents £35.
 - o Half Plot – Residents £15, Non-Residents £20.**Proposal: Proposed by Cllr CU, seconded by Cllr SA, all in favour and it was RESOLVED that proposal is approved. Carried.**
- 12-148 Communications Advisory Group, no meeting held, verbal update, Anne Howell-Jones**
- 12-149 Staffing Advisory Group, verbal update, Anne Howell-Jones**
National Salary Award has been implemented and back dated to April 2022 for Handymen and Clerks.
- 12-150 Correspondence, matters remaining unresolved, Cllr C Underwood**

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407
None.

- 12-151 To note points of Communication to the Parish, Cllr A Howell-Jones**
Deadline early this month. All done and submitted.

EXCLUSION OF THE PUBLIC AND PRESS

- 12-152** 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.
- 12-153 Date of the next meeting is Parish Council Meeting which will be held on Tuesday 10 January 2023 at 7pm at the Village Hall**

Meeting finished at 8.35pm

Signature Date.....

Buckden Parish Council

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

No	Payment Reference	Gross	Vat	Net Invoice date	Details	Cheque
1291	BACS22121 3ProLawn	£900.00	£150.00	£750.00 27/09/22	ProLawnCare - Bulb Planting and Wild Flower maintenance	£900.00
1292	BACS22121 3HasFre	£600.00	£0.00	£600.00 20/10/22	HasFre Environmental - Pest control contract 20 Oct 22 to 19 Jan 23 20x pest boxes supplied	£600.00
1283	BACS22121 3Wicksteed 1	£198.00	£33.00	£165.00 31/10/22	Wicksteed - Quarterly accompanied inspection Zip wire and Bouldering wall	£198.00
1267	BACS22121 3Viking1	£12.92	£2.15	£10.77 01/11/22	Viking - Marker	£12.92
1274	BACS22121 3Ibbetts6	£83.76	£13.96	£69.80 09/11/22	Ibbetts - Billy Goat service	£83.76
1285	BACS22121 3Wicksteed 3	£354.14	£59.02	£295.12 11/11/22	Wicksteed - Play table seats x 2	£354.14
1301	BACS22121 3TSOHOST	£59.99	£10.00	£49.99 13/11/22	TSOHOST - Reimbursement to AMA for the SSL for the Roundabout Website for a year - part payment of the Invoice	£59.99
1290	BACS22121 3Nightingale	£2,916.00	£486.00	£2,430.00 14/11/22	Nightingale Grass Care & Farm Services - 5 cuts of the Cemetery, 2 cuts of the A1	£2,916.00

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407
splays

1288	BACS22121 3Toolstatio	£28.49	£4.75	£23.74	16/11/22	Toolstation - Screws pack	£28.49
1294	BACS22121 3Glassblade	£120.00	£20.00	£100.00	18/11/22	Glassblade Ltd - 2 months website maitennace 18 Nov 22 to 17 Jan 23	£120.00
1289	BACS22121 3BVHT	£86.80	£0.00	£86.80	22/11/22	BVHT - Room hire for meetings	£86.80
1293	BACS22121 3TBPC	£732.50	£0.00	£732.50	22/11/22	The Business Printing Company - Roundabout Booklets - December	£732.50
1298	BACS22121 3Canalbs	£71.25	£0.00	£71.25	23/11/22	Canalbs Ltd - Mid Year Audit 23.11.2022	£71.25
1273	BACS22121 3lbbetts5	£36.60	£6.10	£30.50	24/11/22	lbbetts - Blower check	£36.60
1295	BACS22121 3RT	£130.00	£0.00	£130.00	25/11/22	Roy Handy Man (Roy Tucker) - Exchanging of batteries to MVAS 2 and re-charging. Downloading data.	£130.00
1297	BACS22121 3ParishOnli	£153.60	£25.60	£128.00	25/11/22	Parish Online - Annual Membership	£153.60
1268	BACS22121 3Viking2	£116.20	£11.55	£104.65	28/11/22	Viking - Cartridge, paper, stamps	£116.20

Signature

Signature

Date

12/12/22 03:31 PM Vs: 8.79.01

Page 1

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407

Buckden Parish Council

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

No	Payment Reference	Gross	Vat	Net Invoice date	Details	Cheque
1296	BACS22121 3Amey	£84.14	£14.02	£70.12 28/11/22	AmeyCespa (East) Ltd - Mixed General Waste 1, 8, 15 and 25 Nov 2022	£84.14
1269	BACS22121 3Ibbetts1	£10.69	£1.78	£8.91 30/11/22	Ibbetts - Repairs	£10.69
1270	BACS22121 3Ibbetts2	£30.85	£5.14	£25.71 30/11/22	Ibbetts - Compost maker, litter picker	£30.85
1271	BACS22121 3Ibbetts3	£10.10	£1.68	£8.42 30/11/22	Ibbetts - Materials	£10.10
1299	BACS22121 3Amazon	£28.88	£4.81	£24.07 30/11/22	Amazon EU - Lap top case for Assistant Clerk	£28.88
1300	BACS22121 3Stephen	£156.00	£26.00	£130.00 30/11/22	Stephens Property Maintenance - Rebuild Cemetery Gate	£156.00
1276	BACS22121 3EdgeIT2	£1,095.24	£182.54	£912.70 05/12/22	EDGE IT Systems Ltd - InspectEdge for Epitaph - Supply and Set up	£1,095.24
1286	BACS22121 3RedShoes	£126.00	£21.00	£105.00 06/12/22	Red Shoes Accounting Services - Payroll services for the quarter ended Dec2022	£126.00
1287	BACS22121 3Maskearaid	£50.21	£8.37	£41.84 06/12/22	Maskearaid Ltd - 1st Aid kits x 2, gloves	£50.21
1272	BACS22121 3Ibbetts4	£88.98	£4.83	£84.15 07/12/22	Ibbetts - Grass seeds, oild for benches	£88.98
1284	BACS22121 3Wicksteed 2	£5,407.13	£901.19	£4,505.94 08/12/22	Wicksteed - Surf Rider	£5,407.13
1302	BACS22121 3CAPALC	£40.00	£0.00	£40.00 08/12/22	CAPALC - Code of Conduct Training 24 Nov 2022	£40.00
1303	DD221209H DC1	£34.23	£0.00	£34.23 09/12/22	HDC - Waste collection	£34.23
1304	DD221209H DC2	£18.90	£0.00	£18.90 09/12/22	HDC - Waster collection - excess bin weight charge Oct2022	£18.90
1307	DD221211S hell	£65.51	£10.92	£54.59 11/12/22	Shell Buckden - Fuel for mowers	£65.51
1305	DD221217 WaveCemetery	£68.17	£0.00	£68.17 17/12/22	WAVE - Water Cemetery 3 Sep to 2 Dec 2022	£68.17
1306	DD221217 WaveAllotmen	£286.67	£0.00	£286.67 17/12/22	WAVE - Water Allotments3 Sep to 2 Dec 2022	£286.67
1308	DD221217BT	£87.40	£14.57	£72.83 17/12/22	BT - Landline and Mobile	£87.40
1309	DD221220D rax	£99.58	£4.75	£94.83 20/12/22	Drax Power Station - Streetlighting energy	£99.58

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407

Signature

Signature

Date

12/12/22 03:31 PM Vs: 8.79.01

Page 2

Buckden Parish Council

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

No	Payment Reference	Gross	Vat	Net Invoice date	Details	Cheque
		£9,466.36	£0.00	£9,466.36	Confidential	
Total		£23,855.29	£2,023.73	£21,831.56		

Additionally the payment to CLM Electrical Solutions for £853.92 was agreed to be made.