

BUCKDEN PARISH COUNCIL

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

Village Maintenance Committee

Minutes of the Buckden Parish Village Maintenance Committee held on Friday 9th May 2025 at 9.30am at the Village Hall

Present:

Councillor: Anne Howell-Jones, Chair

Councillors: Caroline Underwood, Madeline Fraser

Village Volunteer: Betty Millard

Assistant Clerk: Jessica Thomson

MINUTES

1 Apologies

To receive and accept apologies for absence.

Apologies received from Cllr Simon Legette and Parish Clerk Ramune Mimiene

2 Approval of the Minutes

Proposed by Cllr AHJ, seconded by Cllr CU, all in favour and it was RESOLVED that Minutes are approved as a true and correct record of the meeting, however it was noted that the page numbers were incorrect.

3 Declarations of interest

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

To receive written requests for Disclosable Interest dispensations.

There were no declarations of interest.

4 St Mary's Churchyard

- It has been agreed by all that our contractor will continue managing the wildflower area until the end of the year, this will then be brought in-house and managed by our groundsmen. All parties are happy with this arrangement.
- Groundsmen to source Lavender and other fragrant herbs from Godmanchester Community Plant Nursery in the next couple of weeks.

5 Bloor Estate

- Trinity have installed another Dog Waste Bin and have not responded to our offer of donating a large multi-use bin. We will monitor the situation; we have put our offer on hold now.
- Cllr CU and Assistant Clerk to check whether funds have been received for the Noticeboard and to progress with it.
- A resident reported the Estate roundabout in the children's play area was broken – we reported to Trinity Estates and this has now been fixed.

BUCKDEN PARISH COUNCIL

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

- 6 **Cemetery Matters**
- Gravel was delivered and installed in the ashes area as part of our maintenance of that area.
 - Unfortunately, both water supplies suffered burst pipes and so we had to turn the water off to prevent flooding. It transpired that the water supply next to the Lychgate did not have a stop tap so Anglian Water had to come and put one in, we have now engaged a plumber to fix the pipes.
 - Regulations Review to be undertaken by Assistant Clerk and distributed to the group
Assistant clerk to arrange for QR codes to be installed at the cemetery that link to the digital map

- 7 **Play Area**
- It is agreed that the existing play area is too small, the Village Hall Trust are willing to look at different options including the Multi Use Area
 - We have agreed to engage with the residents, Assistant Clerk to send the group a proposed survey for their comments – this will then be pushed out via social, The Roundabout, schools etc.
 - The group considered the quote for repairs and have agreed in principle that this needs to go ahead, Clerk RM is to provide the group with a budget update and along with Assistant Clerk go through the quote and remove anything that has already been repaired by the Groundsmen.

- 8 **Streetlighting Matters**
- Update on progression of Maintenance Contract for streetlights – carry forward
 - Update from Cllr Legette, on his conversations with private residents whose foliage is obscuring streetlight on footpath – carry forward
 - It has been decided that it is unnecessary at this point to do an article regarding the new lighting in the Roundabout.

- 9 **BT Phone Contract (Landline)**
- BT and Clerk have been working together to get the new digital line up and running.

10 **Hiscox AJG Community Scheme Insurance Policy**

Despite updating them with various new assets it transpired that they had quoted on our original assets. So as not to be left without Insurance we have signed up based on the old assets and are in the process of updating them again fully on the new assets and will in turn change our insurance to reflect these ASAP.

- 11 **Risk Assessments / First Aid Training / Health and Safety**
- Assistant Clerk to recirculate Risk Assessments for comment
 - We discussed the importance that Lone Workers should always have their mobiles on them
 - It is agreed that Health and Safety and Basic First Aid training should be made available to staff, we should also review what First Aid Kits the Groundsmen keep on them

BUCKDEN PARISH COUNCIL

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

12 Dog Mess / Bin provision

- We have ordered a new Multi-Use Bin to be installed on Mill Road close to the Marina
- It was agreed that Cllr AHJ will write a short piece for the Roundabout, this should include the reminder that all of our bins are multiuse
CU to thank the volunteer litter pickers in the Roundabout for all their hard work

13 Terms of Reference

- The group have reviewed the Terms of Reference, and all are happy with it

14 Shed Alarm

The shed Alarm has gone off a couple of times recently, we have received a quote from our contractor to have this monitored and then we can be contacted to inform us that it has been activated – the group has agreed that this is a sensible way forward.

15 Next Meeting will be Friday 20th June at 9.30

16 Confidential Matters - none

Meeting finished at 10.45