

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY.

Tel; 01480 819407

Notice of meeting: Annual Parish Council Meeting

Time: 7.00pm

Date: Tuesday 12th May 2026

Venue: Village Hall

Present:

Councillor: Peter Clark, Chair

Councillors: Anne Howell-Jones, Caroline Underwood, John Thelwall, Gerald Sansom, Simon Leggate and David Gregory.

Clerk: Ramune Mimiene

HDC Cllr Martin Hassall

1 member of the public

MINUTES

05-001 To elect a chair and chair to sign the declaration of acceptance of office

Proposed by Cllr JT, seconded by Cllr AHJ, all in favour and it was RESOLVED that Peter Clark is elected to chair the Parish Council.

Cllr PC signed the declaration of acceptance of office.

05-002 To elect a vice chair

Proposed by Cllr JT, seconded by Cllr GS, all in favour and it was RESOLVED that Anne Howell-Jones is elected to be a vice-chair to the Parish Council.

05-003 To receive and accept apologies for absence.

Cllrs Madeline Fraser, Emily Lankfer, Dave Duncan and Anita Pancholi-McCann sent apologies for absence which were accepted.

Cllr AJ sent apologies for lateness.

CC Cllr Liam Beckett sent apologies for absence.

05-004 To note the results of the Elections to the Parish Council and the Buckden Ward for the District Council and to consider what needs to be done regarding the two vacancies on the Parish Council

All 13 Cllrs have been declared by Hunts DC as elected to Parish Council.

Congratulations to Cllr MH for being re-elected to Hunts DC.

Cllr AJ joined the meeting

Agreed to put notices on NBs and in Roundabout advertising 2 Vacancies.

It was noted that the Local Government Act 1972 obliged all Councillors to complete their Declaration of Acceptance of Office at or before the first meeting after they are elected unless the council permits the declaration to be made at or before a later meeting

Proposed by Cllr PC, seconded by Cllr AHJ, all in favour and it was RESOLVED that those Councillors who had not completed their Declaration of Acceptance of Office could do so before or at the June meeting of the Council

It was also noted that All forms regarding Registration of Interests (please chose Form C or 'No Change') are available to download from Hunts DC website [here](#).

05-005 Declarations of Interest

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

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Cllr PC declared interest in Finance item regarding two reimbursements for bags and crates that he purchased for Roundabout team.

To receive written requests for Disclosable Interest dispensations – None received

05-006 Minutes

05-006/1 To agree and sign the minutes of the Parish Council meeting held on 14th April 2026.

Proposed by Cllr AHJ, seconded by Cllr JT, all in favour and it was RESOLVED that Minutes of the Parish Council meeting held on 14th April 2026 are approved as true and correct record of the meeting.

05-006/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached

None from last month.

CCC had not cut back the overgrowth on the Mill Road bridge, which is getting significantly worse, and obstructs visibility. This was cut by Offords and by BPC before, now this is with CCC. It was RESOLVED that the Clerk obtain a quotation for the work

05-006/3 To note the minutes of the Parish Meeting re Silver Street held on 21st April 2026 – Noted.

05-007 County and District Councillor Reports.

05-007/1 To receive a report from County Councillor – no report

05-007/2 To receive a report from District Councillor – Martin Hassall – report attached

05-008 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.

Terry Hayward asked about:

- 1) Potential new Permissive footpaths east on the west side of the A1. Cllr CU have had already approached Diddington Estate about it last time this matter was raised, and the answer was negative due to the security issues of the farm located there. **Cllr CU** agreed to ask again.

Terry Hayward suggested he will wait till full council is present to raise his 2nd question.

05-009 Chair's update, report attached, Cllr P Clark

Verbal update provided.

It was noted that Nigel King, one of our Groundstaff members, has decided to retire after 6 years. He has served the Council and village well during that time and we wish him well.

05-010 Compliance Advisory Group, report attached, Cllr C Underwood

Questions on the report.

05-010/1 Revised policies for approval:

- Revised Annual Plan – noted
- Revised Policy Schedule – noted
- Appraisal Policy

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

- Cyber security Checklist

Proposed by Cllr JT, seconded by Cllr AHJ, all in favour and it was RESOLVED that the Cyber Security Checklist is approved with the amendment of one typo. Carried.

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05-010/2 Policies that have to be approved at Annual Parish Council Meeting:

- Standing Orders and Code of Conduct

Proposed by Cllr DG, seconded by Cllr SL, all in favour and it was RESOLVED that Standing Orders and Code of Conduct are approved. Carried.

- Financial Regulations

It was agreed to insert a sentence that BPC cannot make any payments (for labour or materials) in advance.

Proposed by Cllr JT, seconded by Cllr CU, all in favour and it was RESOLVED that the Finance Regulations are approved with the above addition. Carried.

05-010/3 Advisory Groups and Committees

Agreed to add NP, SAG and Flood groups to the list.

The Committees are Planning and Village Maintenance

Proposed by Cllr AHJ, seconded by Cllr GS, all in favour and it was RESOLVED that Cllr PC will chair the Planning Committee. Carried.

Proposed by Cllr DG, seconded by Cllr JT, all in favour and it was RESOLVED that Cllr AHJ will chair the Village Maintenance Committee. Carried.

The Advisory Groups, which will elect their own Chairs at their next meetings are:

Compliance, Finance, Flood, Large Scale Planning, Neighbourhood Plan, The Hub, Highways and Sustainable Transport, Green Infrastructure and Biodiversity, Allotments, and Communications.

05-010/4 Requirements following Parish Council election

Reminder that the claim for expenses even if it is NIL needs to be submitted to Hunts DC directly by 5th June. Emails explaining how to do it were sent to Cllrs.

05-010/5 To adopt General Power of Competence

The General Power of Competence (GPC), introduced by the Localism Act 2011, enables eligible parish councils to do "anything that individuals generally may do," provided it is not prohibited by other legislation. It grants councils greater freedom to act, such as running community shops, trading, or investing, rather than relying solely on specific statutory powers.

Eligibility Criteria

A parish council must meet strict criteria to adopt the GPC, which must be resolved at a meeting:

- **Qualified Clerk:** The Clerk must hold the Certificate in Local Council Administration (CiLCA) or equivalent.
- **Elected Councillors:** At least two-thirds of the total number of councillors must be elected (not co-opted or appointed)

Proposed by Cllr CU, seconded by Cllr GS, all in favour and it was RESOLVED to adopt General Power of Competence. Carried.

05-011 Finance

05-011/1 To note that internal auditor visit is scheduled for Friday 15th May 2026 at 10am –
Noted.

05-011/2 To Approve the reviewed Assets Register – Approved.

05-011/3 To confirm the Insurance cover - Confirmed

05-011/4 To confirm Direct Debit list – The list circulated to all Cllrs prior to the meeting and confirmed tonight.

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05-011/5 To note BPC subscriptions (*reviewed when Budget was set up in Dec 2025*) - Noted

05-011/6 To note that accounts for March 2026 were checked to meet the requirements listed in our Financial Regulations, thanks to Cllr D Gregory – Noted.

05-011/7 To approve May 2026 Payments, which can be found in Appendix 1
Proposed by Cllr SL, seconded by Cllr AHJ, all in favour and it was RESOLVED that May's payments are approved. Carried.

Clerk in consultation with Cllrs CU and PC to review the number of BPC bank accounts.

05-012 Flood Advisory Group, meeting was held on 7th May 2026, report attached Cllr A Joy
Verbal update provided, no questions on the report.

05-013 Planning Committee Cllr P Clark

05-013/1 To note the Planning Meeting Minutes of 14th April 2026 - noted

04-258/2 To note that no Planning meeting was held prior to the PC meeting

HDC reply received re: Pasturelands, explaining that this case is being actively progressed by one of Hunts DC planning officers.

We have been advised about Appeal Decisions re Paddocks Taylors Lane which was approved on appeal.

05-014 Large Scale Planning Advisory Group, no report, Cllr J Thelwall.

Verbal update provided and a black and white version of the new proposed layout was shared.

Morris Homes, in their latest correspondence, explained that they have been busy drawing up revised proposals for the site that respond to the last round of comments they had from BPC and the more recent comments they had from HDC, and they believe everyone will be pleased with the results.

In the coming weeks they will have a coloured Planning Layout, a Landscape Layout and an updated Design Statement, copies of which they promised to send over to BPC and then suggested making some arrangements for presentations.

BPC are actively seeking for the dates to the diary re Presentation to the residents.

05-015 Neighbourhood Plan Advisory Group, meeting held on 5th May 2026, report attached, Cllr J Thelwall

Buckden's Neighbourhood Plan came into effect in July 2021.

The Parish Council has agreed that a revised plan should await the publication of the new Local Plan which is expected to be issued in the autumn of this year. We will prepare an action plan for revision of the existing NP with a view to completing it in late summer 2028.

We hope it will come into effect in autumn 2028.

During the process we will be consulting with and testing the opinions of the residents about our proposals and ultimately there will be a referendum to ask if residents support the Plan.

05-016 Village Maintenance Committee, meeting held on 1st May 2026, Minutes to follow, Cllr A Howell-Jones

Minutes will be presented at the next meeting. Verbal update provided by Cllr AHJ.

We are currently discussing BPC requirements for the play area with a number of potential suppliers. We expect to receive their proposals by the end of May and will provide a further update in June.

05-017 The Hub, meeting held on 6th May 2026, report attached, Cllr C Underwood

Verbal update provided.

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- 05-018 Highways and Sustainable Transport Advisory Group, no meeting held, SAG meeting held 27th April 2026, report attached, Cllrs G Sansom and C Underwood**
The next meeting of the North Huntingdon Cumulative Impacts Group is on Wednesday 20 May 2026 at 7:30 pm at Lounge, Alconbury Memorial Hall – Cllr GS asked if anyone could cover him as he cannot make this one. Cllr PC will attempt to attend.
Cllr GS will thank NH for sorting the underpass mirror out again.
He will enquire about any timescale on the either new lighting or some illumination on the west side A1 close to the Roundabout.
Footpath from Bloor’s estate will be re-instated and it’s kerbing will be sorted as well.
Morris Homes have sent us a new design housing plan and have also been asked when they will come to speak to the residents about the whole Silver Street construction.
HDC Cllr MH has uncovered an issue with regards to Anglian Water that he had voiced.
We still need a new co-ordinator for Speed watch; we had one interested party but waiting to hear from them.
The application for the proposed 20mph speed limits were submitted for these roads:
1. Silver Street as you come off the A1 down to the 20mph already in place.
2. St Hugh's Road just off Silver Street.
3. High Street off the A1 and close to St Hugh's road and the High whole length to the A1 where you join the Roundabout.
4. Mayfield just off the A1 Roundabout on the right-hand side which also leads onto Lucks Lane (Whole Length).
- 05-019 Green infrastructure and Biodiversity Advisory Group, next meeting date to be confirmed, Cllr C Underwood**
- 05-020 Village Hall Liaison, Cllrs P Clark and C Underwood**
No meeting, will circulate notes from the meeting with the Club
- 05-021 Allotments Advisory Group, meeting held on 7 April 2026, report attached, Cllr C Underwood**
No questions on the report.
- 05-022 Communications Advisory Group, no meeting held, Cllr A Howell-Jones**
- 05-023 Correspondence, matters remaining unresolved, the chair**
- 05-024 To note points of Communication to the Parish**
A list for the BPC news noted.
Next Repair Café is on Sunday 21st June, from 1.30 to 4.30 pm at the Village Hall
- 05-025 The next Parish Council Meeting is:**
- **Tuesday 9th June 2026 at 7pm at the Village Hall**

Please note that the Annual Assembly is being held on Tuesday 19th May 2026 at 7pm at the Village Hall

Meeting finished at 8.33pm

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Appendix 1

Buckden Parish Council

Expenditure transactions - payments approval list

Start of year 01/04/26

No	Payment Reference	Gross	Vat	Net	To pay Invoice	Invoice	Details	Payment Referenc
1023	BACS2605 12OfficeSp ac	£1,238.76	£0.00	£1,238.76	£1,238.76 31/03/26		BVHT - Outstanding Invoice from November 2025	£1,238.76
1048	BACS2605 12MM	£167.70	£0.00	£167.70	£167.70 01/04/26	SI-986511	BVHT - Making Memories	£167.70
1071	BACS2605 12Npower	£1,912.18	£91.06	£1,821.12	£1,912.18 03/04/26	IN15222956	Npower Business Solutions - Streetlighting electricity Diddington	£1,912.18
1054	BACS2605 12Blachere	£3,628.26	£604.71	£3,023.55	£3,628.26 06/04/26	SI500354	Blachere Illuminations UK Ltd - Final Year 5 of the contract	£3,628.26
1076	BACS2605 12ProLawn	£540.00	£90.00	£450.00	£540.00 13/04/26	2771	ProLawnCare - Hard surface treatment	£540.00
1074	BACS2605 12CarbonF oot	£30.00	£0.00	£30.00	£30.00 15/04/26	1441	Cambridge Carbon Footprint - Repair Café Insurance 21st Jun 26	£30.00
1075	BACS2605 12Allotmen ts	£85.00	£14.00	£71.00	£85.00 15/04/26	NA080/26	The National Allotment Society - Membership	£85.00
1046	BACS2605 12Stay&Pl ay	£78.78	£0.00	£78.78	£78.78 22/04/26	SI-986509	BVHT - Stay and Play 13 & 27 Apr 2026	£78.78
1047	BACS2605 12Diabetes	£26.26	£0.00	£26.26	£26.26 22/04/26	SI-986510	BVHT - Diabetes session 13 Apr 2026	£26.26
1044	BACS2605 12Offices	£1,238.76	£0.00	£1,238.76	£1,238.76 23/04/26	S-986514	BVHT - Offices hire Jan.Feb.March 2026	£1,238.76
No	Payment Reference	Gross	Vat	Net	To pay Invoice	Invoice	Details	Referenc
1045	BACS2605 12PAT	£42.24	£0.00	£42.24	£42.24 23/04/26	SI-986513	BVHT - PAT testing BPC appliances	£42.24
1073	BACS2605 12TBPC	£807.00	£0.00	£807.00	£807.00 28/04/26	56591	The Business Printing Company - Roundabout Booklets May 2026	£807.00
1072	BACS2605 12Thalia	£128.16	£21.36	£106.80	£128.16 29/04/26	101275402	Thalia - Mixed General Waste 31 March, 7, 14, 21 and 28 Apr 2026	£128.16
1055	BACS2605 12Ibbetts1	£154.43	£25.75	£128.68	£154.43 30/04/26	124562	Ibbetts - Hose pipe and bits for it to work	£154.43
1056	BACS2605 12Ibbetts2	£63.28	£10.55	£52.73	£63.28 30/04/26	124563	Ibbetts - Handymen supplies	£63.28
1057	BACS2605 12PC1	£11.97	£0.00	£11.97	£11.97 30/04/26		Reimbursement - Roundabout expenses - crates	£11.97
1058	BACS2605 12PC2	£19.99	£0.00	£19.99	£19.99 30/04/26		Reimbursement - Roundabout expenses - bags	£19.99
1070	BACS2605 12JB	£140.00	£0.00	£140.00	£140.00 30/04/26		Love to Move - Making Memories	£140.00
1067	DD260510 EE	£24.60	£4.10	£20.50	£24.60 02/05/26	V02469201027	EE - Mobile phone bill	£24.60
1052	BACS2605 12AJG	£2,321.84	£0.00	£2,321.84	£2,321.84 04/05/26	8188246	Gallagher - Insurance cover starting 1 Jun 2026	£2,321.84
1053	BACS2605 12Support Cam	£25.00	£0.00	£25.00	£25.00 04/05/26		Support Cambridgeshire - Membership renewal	£25.00

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No	Payment Reference	Gross	Vat	Net	To pay Invoice	Invoice	Details	Referenc
1049	BACS2605 12HDC Bins	£10,109.48	£1,684.91	£8,424.57	£10,109.48 05/05/26	70108818	HDC - Litter bin emptying contract 34 bins £252.64 per unit	£10,109.48
1050	BACS2605 12HDCteens	£607.20	£0.00	£607.20	£607.20 05/05/26	70108762	HDC - Easter sessions for Teens	£607.20
1051	BACS2605 12EdgeIT	£522.00	£87.00	£435.00	£522.00 05/05/26	39399	EDGE IT Systems Ltd - Year End guidance	£522.00
1065	BACS2605 12RT	£100.00	£0.00	£100.00	£100.00 08/05/26	243	Roy Handy Man (Roy Tucker) - MVAS data	£100.00
1066	BACS2605 12JT	£25.00	£0.00	£25.00	£25.00 08/05/26	001	Love to Move - Making Memories	£25.00
1068	DD260508 BT	£63.31	£10.55	£52.76	£63.31 08/05/26	M180PD	BT - BPC landline	£63.31
1069	DD260510 Motia	£7.20	£1.20	£6.00	£7.20 10/05/26	9011673792	Motia - Fuel bill - Shell Buckden	£7.20
		£8,325.24	£0.00	£8,325.24	£8,325.24	Confidential		
Total		£32,443.64	£2,645.19	£29,798.45	£32,443.64			