

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY.
Tel; 07483 333557

Minutes of the Annual Buckden Parish Meeting/ Assembly held on Tuesday 19 May 2026 at 7.00pm at the Village Hall

Present:

Chairman: Councillor Peter Clark

Councillors: Caroline Underwood, Anne Howell-Jones, John Thelwall, Madeline Fraser, Dave Duncan, Aidan Joy, and Richelle Boakes

Clerk: Ms Ramune Mimiene

Assistant Clerk Jess Thompson

BVHT Trustee Des Foster

CCC Cllr Liam Beckett

6 members of the public

MINUTES

- **Welcome, Introduction and Apologies**

BPC Cllrs Gerald Sansom, David Gregory, Anita Pancholi-Maccann, Simon Leggate

Aiden Joy sent apologies for lateness

HDC Cllr Martin Hassall

- **To approve the Minutes of Buckden Parish Assembly held on 20 May 2025**

Page 2 spelling mistake 'wet routes' to be amended into 'wet roots'

Proposal: Proposed by resident Terry Hayward, seconded by Cllr Anne Howell-Jones all in favour and it was RESOLVED that the minutes are approved as the correct record of the meeting with the above amendment. Carried.

- **To approve the Minutes of Parish Meeting re Silver Street held on 21st April 2026**

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

- **Annual Report by Parish Council – Cllr Peter Clark – please see report in Appendix 1**

- **Police report – no report received**

- **Annual Reports by County Councillor and District Councillor**

Cllr Aidan Joy joined the meeting

CC Cllr Liam Beckett presented a verbal report, please see Appendix 2

CC Cllr Beckett was thanked as he has done a great job for us.

- **Play Area renovation project – Cllr Anne Howell-Jones – please see Appendix 3**

- **Annual Reports and updates including:**

- **Buckden Parochial Charities, Alms Houses – please see Appendix 4**
- **Village Hall Trust – Des Foster, please see report in Appendix 5**

BUCKDEN PARISH COUNCIL

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

Tel; 07483 333557

- **Any issues raised by residents**

Terry Hayward congratulated BVHT for looking after the hall and for planning the works for the flat roof. Terry Hayward also thanked BPC.

Terry Hayward was pleased that details of trustees are now on their website, but BPC Cllrs only have their names and short description, it was felt that resident would like to see Councillor contact details (emails) as well as which committee Councillors are chair or are members of.

The Chair replied that whilst it would be wrong to publish addresses and telephone numbers for Councillors, the publishing of email address together with a list of Committee and Advisory Group Membership would be discussed at the next meeting of the Council

Rob Gardener noted the congestion issue and ambulance services accessing the hospital.

JT left the meeting

The resident advised that the impact of traffic at crossroads and the area around railway station and hospital should be mitigated.

Terry Hayward explained that people are still parking cars too close to road junctions in the village, He did raise this issue at last year's Assembly direct to our local PCSO but since nothing happened.

There is only one dropped kerb, which is constantly blocked by parked cars, giving access to the shops from the Village Green side. It was discussed whether there could be a 2nd dropped kerb, but the location proposed is actually a private property. Any parking issues can be enforced by HDC It was, agreed to add a link in the Roundabout explaining to people how to report illegal parking.

Opportunity for residents to meet with Councillors and presenters – None.

Meeting finished at 8.07pm

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY.
Tel; 07483 333557

Appendix 1

BUCKDEN ANNUAL ASSEMBLY 19TH MAY 2026

PARISH COUNCIL ANNUAL REPORT

Earlier this month there were local elections. With 13 candidates for the 15 seats on Buckden Parish Council, we were all elected, 12 existing Members and one new one.

I am grateful to my fellow Members to have re-elected me as their Chairman and I would like to thank Caroline Underwood for her support as Vice-Chairman during the last two years. She has decided to stand down from that position this year and I am delighted that Anne Howell-Jones was elected to be Vice-Chairman.

We have an excellent team of staff, led by our Clerk, Ramune, with Jess as Assistant Clerk and Nigel and Mark as Ground staff. Nigel has recently decided to retire after 6 years with the Council, and we thank him for his service to the Council and to Buckden.

This year has been a successful and active one for the Council and its Committees and Advisory Groups.

Our finances are in very good shape. For the year to 31st March 2026 our Income, mainly from the Council Tax, totalled £228,291.73, whilst our Expenditure was £206,948.34, giving us a surplus of £21,643.39. I would particularly like to thank Mark Williams and Emily Lankfer for their help to our Clerk in preparing excellent Management Accounts. This has been such a massive improvement in what has been presented to the Council.

The careful management of our finances has enabled us to have a very small increase in our Council Tax Precept for this year, which will increase the charge you pay by just 0.1%.

The Village Maintenance Committee, chaired by Anne Howell-Jones has continued with the very high standards of maintenance of areas across the village and to respond to urgent issues raised by residents. In all our work we support the green and diversity agenda. They have undertaken a full Safety review of the Cemetery (topple testing) and there has been an excellent response from the grave owners in resolving any issues. Anne will talk later about our work on the Play Area. We had a successful switch-on of the Christmas lights, although the problems we had with the contractors resulted in a compensation payment.

The Planning Committee, which I Chair, has met monthly and is consulted by both County and District Councils on all Planning Applications in Buckden, but we have also commented on one or two Applications outside the Parish which affect us, notably the recent application for a major industrial site north of Huntingdon.

John Thelwall chairs both our Advisory Groups for Large Scale Planning and Neighbourhood Plan. The former has been heavily involved in the development proposals for land in Silver Street and we have held a Parish Meeting to explain to residents what we know at present. Morris homes have agreed to come to another meeting when they have clearer plans.

The Neighbourhood Plan Group has been reviewing the Buckden Neighbourhood Plan which they hope will come into effect in Autumn 2028, following a referendum to ask if residents support the plan.

BUCKDEN PARISH COUNCIL

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

Tel; 07483 333557

Our Highways and Sustainable Transport Advisory Group, chaired by Gerry Sansom, has established two new MVAS units in Lucks Lane and the Council has finally persuaded the County Council to install a 30mph Buffer Zone in Mill Road. They have put forward to the County Council proposals for more 20mph zones in the village and widening the cycle/footpath in Mill Road. Regular meetings are held with National Highways which have been very informative, particularly regarding the Black Cat changes. We are concerned at its impact on the Buckden Roundabout, together with the many other proposals for development.

The Green Infrastructure and Biodiversity Advisory Group, chaired by Caroline Underwood, has carried out new planting of daffodils in Mill Road at the 20mph limit, upgrading the planting at Hunts End, planting trees on the High Street behind the BookSwap, a new hedge at The Towers and continuing the planting in Lucks Lane. There are plans to provide information boards setting out the purposes and details of the planning. The Group carries out its Annual Footpath check to ensure that any issues are identified and reported to the landowner or the County Council or dealt with by the Parish Council.

Our Allotments Advisory Group is chaired by one of the Allotment Holders, Mark Burgess, and reports that the orchard is ageing nicely and has been supplemented by a nuttery. The number of half-plots has increased, several younger families are taking on plots, new raised beds are about to be planted out and all plots are available. The polytunnel has proved very successful, the natural fence at the A1 end is now well established and forms a protective barrier against anyone trying to access the site from the A1 footway. The relationship with HDC is very beneficial, both in dealing with rats and delivering soil improvers. The one failure has been the inability to continue with the Community Plot.

There has been concern about the long-term future of the Allotments, but the Church Commissioners have offered to sell it to the Parish Council. We have accepted the price and negotiations are ongoing.

Anita Pancholi-McCann chairs our Hub Advisory Group which has been developing activities for the young people in Buckden, their next one being at the beginning of September. They have had considerable support from Buckden Towers and Shakespeare at The Towers, amongst others.

Our Flood Advisory Group, under the Chairmanship of Aidan Joy, continues to develop plans to identify flooding hot spots in the village and, through a group of wardens, to give support when flooding does occur.

We also have Communications and Compliance Advisory Groups, whose work is as unspectacular as it is necessary, and my thanks go to Anne, Caroline and one of our newer Members, David Gregory.

Two years ago, Madelaine Fraser led the team which developed Buckden Repair Café. This is now being run by Natalie Bartlett, a non-Councillor, but with the full support of the Parish Council.

I must also mention "Roundabout" our village magazine which continues to be supported and underwritten by the Parish Council, although the team that has produced it for the last 13 years has regularly generated a surplus. That team: Ian Carter, Fiona Shirley and Lesley McAndrew did a marvellous job, and I would like to thank them. We now have a new team who seem to have landed very much on their feet and we wish them well.

The Parish Council also maintains good relationships with many other organisations both within and beyond Buckden, including our District and County Councils as well as neighbouring Parish Councils and, of course, the Village Hall Trust.

BUCKDEN PARISH COUNCIL

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

Tel; 07483 333557

I began by thanking the Council's excellent staff, but I will end by thanking my fellow Councillors – a better group I could not wish for. Thank you.

Appendix 2

CC Cllr report

Appendix 3

Buckden Parish Assembly 19th May 2026 Village Maintenance Committee Report re Playground

A survey of residents in 2025 provided strong view that the current playground on the recreation ground required significant upgrade.

We have issued an invitation to tender to 6 interested suppliers and met with all of them on site. They have been asked to provide responses by end May.

We are restricted re space due to the cricket pitch but will extend the area to encompass the climbing wall. Most suppliers have suggested a single large structure which accommodates several play activities as this will make better use of space. They will also provide ideas for the new drainage channel in front of the basketball court.

The project will be partly funded by the Parish Council. Additional funds will be sought from available grants.

Once we have firm proposals these will be shared with residents and funding will be sought.

Our aim is to have a new playground in place for Easter 2027.

Appendix 4

THE CHARITABLE INCORPORATED ORGANISATION OF JAMES SOUTH AND WILLIAM BURBERRY

Chairman of Trustees: Mr John Thelwall

ANNUAL REPORT/RETURN AND ACCOUNTS 2025

1. This report incorporates the charities' annual return and set of accounts covering the year from 1 January 2025 to 31 December 2025.

2. The Charity

The Charitable Incorporated Organisation (CIO) of James South and William Burberry No. 1194471 came into existence on 14 May 2021, following approval by the Charity Commission. The Charity was previously the Almshouse Charities of James South and William Burberry – No 810227 (also known as the Buckden Parochial Charities) which operated as one charity from 11 October 2008 until 13 May 2021. The Almshouse Charities of James South and William Burberry have been wound up.

The income of the CIO will be applied in accordance with the Objects set out in the Constitution.

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY.
Tel; 07483 333557

3. **2025 Annual Accounts and Notes**

These have been accepted by the Trustees at their meeting on 12 March 2026 after having been subject to an independent examination and are submitted with this report. Those wishing to study them in detail may obtain copies from the Clerk to the Trustees. They are also available on the Charity Commission website.

Income: Total income for the year 2025 was £124,367. This includes income from the rental of the former Warden's residence which has been rented using the services of a property agency.

Expenditure: The bulk of the spend was on Utilities, Repairs and Maintenance and the Warden. £18,476 was spent on maintenance and £47,453 on Administration and Utilities and the Warden. This is comparable with 2024.

Maintenance Fund

The balance at the end of the year was £23,121.

Extraordinary Repair Fund

The balance at the end of the year was £248,868.

4. **The Almshouse Association**

The Charitable Incorporated Organisation (CIO) of James South and William Burberry is a member of the Almshouse Association (membership no 710).

5. **Trustees**

The Trustees report with deep regret the death of their longstanding Chairman, Dr Alec MacAndrew, in March 2025. He did an enormous amount of work for the charity and always kept the welfare of the beneficiaries at the fore front of his mind. He will be greatly missed.

Mr Kevin Clark and Mr John Molyneux resigned their trusteeships citing pressures of work. Their knowledge and skills will also be missed.

The Trust Board has been successful in recruiting two replacement trustees and are hopeful that another will be recruited in 2026. The composition of the Trust Board is now:

Co-opted Trustees (appointed for a 5-year term)

Mr John Thelwall	Chairman
Mr Richard Noble	
Mrs Angela Bruce	
Mrs Margaret Murray-Smith	Vice Chairman
Mr David Thomas	
Mrs Loraine Hilton	

Nominative Trustees (appointed by Parish Council for a 5-year term)

Mrs Betty Millard

6. **Meetings**

A total of four Ordinary meetings of the Trustees were held during the year.

7. **Officers of the Charity**

BUCKDEN PARISH COUNCIL

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

Tel; 07483 333557

Clerk to the Trustees: Mr Joe Greenway 2, St. Hughs Road, Buckden, St. Neots. Cambs. PE19 5UB, Tel. 07745889759.

Treasurer: Mr Alistair Henderson. Contact details available from the Clerk.

8. Location

1 to 8 The South's Almshouses and 24 to 36 Church Street (Burberry Homes) situated in Church Street, Buckden, on either side of the Methodist Church. There are 15 one-bedroomed flats in total used as almshouses. In addition, the Charity is responsible for the former Warden's home, 38 Church Street, and owns land let as allotments on the western side of the A1, south of Buckden roundabout.

9. The Warden

The Warden is Mrs Barbara Herlihy who lives within a 10-minute drive of the Almshouses. It is the Trustees wish that her contribution to the Charity and to the welfare of the beneficiaries is acknowledged.

10. Activities during the year

- a. Trustees continued to make slow, but purposeful progress on the strategic review of the charity's estate. Trustees had to manage the impact of a possible flood risk sequential test and the need for an electricity substation. These have proved to be unnecessary and, to further mitigate any unlikely flood risk, the precise location of the desired building in the proposed site has been moved slightly. Trustees agreed to submit a second Pre-Planning Application to the planning authority to get a view as to whether the revised design is likely to get planning permission.
- b. Another successful Open Forum for beneficiaries was held in the Methodist Hall, on a warm afternoon in July. Beneficiaries and Trustees find this to be a worthwhile event.
- c. The Estates Committee of Trustees successfully oversaw the completion of all the remedial Annual and Year One actions recommended by the Quinquennial survey of its two buildings.
- d. As referred to above Trustees successfully recruited two new Trustees during 2025.

11. Weekly Maintenance Contributions

At the October 2025 meeting the Trustees decided to increase the WMC for 2026 such that it is at 82% of the median private rental for similar properties in the area. However, the WMC includes the costs of utilities and if utility payments by the Charity are deducted from the WMC collected the 'equivalent' rent paid by beneficiaries is circa 60% of the median.

12. Vacancies

The Trustees regret to report that one of its beneficiaries passed away in 2025. One flat in the South's Almshouses remained vacant at the end of 2025.

13. Medical, paramedical, social services and volunteer support

We must record the gratitude of the beneficiaries and of ourselves for the unstinting support received from so many sources: carers, ambulance staff, physiotherapists, chiropodists, hairdressers, and Buckden Surgery in particular.

Joe Greenway,

Clerk to the Trustees for the Trustees of the CIO of James South & William Burberry

BUCKDEN PARISH COUNCIL

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

Tel; 07483 333557

March 2026

Charity Number: 1194471

Appendix 5

Trustee Des Foster presented a report on Village Hall:

Organization

- Transition to CIO completed last September - Charitable Incorporated Organisation
- Old Trust is going through dissolution process – need another 2 months to do the register
- New Trustees with an interesting range of skills and experience.

Projects this period

- Refurbished meeting rooms completed
- Wall Gardens completed.
- SuDs (Sustainable Drainage System) Project completed.

Finances

- 10% Improvement on net assets. 24-25 vs 25-26.
- Hires up - more bookings than previous year generated healthy income for the trust
- Headwinds on Costs. Rates up 20% Gas and Electric Utilities up (Gas 30%).
Manpower costs up. Some distressed debtors being managed.

Communications

- Website updated to include profile of the trustees.
- Better Comms via Facebook and LinkedIn