

BUCKDEN PARISH COUNCIL

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

Notice of meeting: **Parish Council Meeting**

Time: 7.30pm

Date: Tuesday 4 May 2021

Venue: On-line meeting only

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below. The meeting is open to the public (including press).

If a member of the public wishes to attend this meeting, please contact the Clerk providing your name, email address and contact number by emailing to clerk@buckdenpc.org.uk at least 24 hours before the meeting.

Ramune Mimiene
Clerk
Buckden Parish Council
28 April 2021

AGENDA

(2021-22) 05-001	Meeting protocol: Subject to confirmation by Government in person, meetings will resume from 17 th May onwards.
(2021-22) 05-002	Apologies for absence To receive and accept apologies for absence.
(2021/22) 05-003	Election of Chairman Chair to sign acceptance of office form.
(2021/22) 05-004	Election of Vice-Chairman
(2021/22) 05-005	Annual check of Declaration of Interests
(2021-22) 05-006	County and District Councillor Reports. 05-006/1 To receive report from County Councillor, report received. Questions on the report. 05-006/2 To receive report from District Councillor, verbal update.
(2021-22) 05-007	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.
(2021-22) 05-008	Minutes 05-008/1 To agree and sign the minutes of the Parish Council meeting held on 13 April 2021. 05-008/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached
(2021-22) 05-009	Chairman's report, report attached Questions on the report.
(2021-22) 05-010	To note meetings dates for 2021 -22

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(2021-22) 05-011	One Councillor Vacancy occurred. Notices of the Vacancy issued. HDC informed. To consider Co-option to fill the Councillor Vacancy.
(2021-22) 05-012	Finance: Finance, report attached, Cllr S Ashwell Questions on the report. 05-012/1 To note that the Natwest bank accounts were reconciled, balance as at 31 Mar 21 was £84,393.85. 05-012/2 To Approve the Year Ended 31 Mar 2021 Accounts, Bank Reconciliation, Income & Expenditure Comparison report, VAT form. 05-012/3 To Approve Annual Governance and Accountability Return (AGAR) 2020/21 Part 3: 05-012/3.1 To Approve Section 1 Annual Governance Statement 2020/21 05-012/3.2 To Approve Section 2 Accounting Statements 2020/21 05-012/3.3 To Approve Explanation of Variance Form and Reserves list 2020/21 05-012/3 To Note that due to the earlier meeting date this month, May's Payments for sanction are not yet ready. The Clerk will prepare the payments in accordance with the Emergency Arrangements approved in Mar 2020 and reviewed in Apr 2021 Minute No 04-213/1.
(2021-22) 05-013	To Consider Planning Committee Report, Cllr S Ashwell 05-013/1 Minutes of the Meetings 13 April 2021. 05-013/2 Verbal update on the 4 May 2021 Meeting.
(2021-22) 05-013	To Consider Update from Large Planning Committee, notes attached, Cllr M Hassall Questions on the report.
(2021-22) 05-014	Compliance Advisory Group, Cllr C Underwood 05-014/1 See website for documents; • Review Standing Orders including Dispensation Form • Review Code of Conduct • Review Safeguarding Policy • Review Complaints Procedure, including Habitual and Vexatious Complaints Policy 05-014/2 To approve: The arrangements for revision of the Terms of Reference for Committees and Advisory Groups and election of Chairs. All Groups and Committees to meet by the end of June to report approval of Terms of Reference, membership and election of Chair to July meeting. 05/014/3 To approve: the proposal to delegate finalising of the A Freedom of Buckden award system to the Communications Advisory group.
(2021-22) 05-015	General Purposes and Cemetery Advisory Group To note that the Clerk has reviewed the Risk Assessments for lone working/ grass cutting/ strimmer/ brush cutter.
(2021-22) 05-016	Climate Change Mitigation Advisory Group, Cllr A Jones No meeting; no report.

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(2021-22) 05-017	Highways and Sustainable Transport, report attached, Cllr E Scott Questions on the report. Update on: - School Streets scheme. - Buckden Brampton cycle way. 05-017.1 Update from CCC received re Mill Road, Buckden LHI 20/21. Locations to be agreed as suggested by CCC Highways Officer.
(2021-22) 05-018	Green infrastructure and Biodiversity Advisory Group report attached, Rights of Way and Trees Advisory Group, Cllr C Underwood No meeting. Questions on Report.
(2021-22) 05-019	Village Hall Liaison, VH Meeting of Trustees held 20.4.21, Minutes attached, Cllr P Steel.
(2021-22) 05-020	Allotments Advisory Group, report attached, Cllr S Studd Questions on the report.
(2021-22) 05-021	Communications Advisory Group, report attached Cllr A Howell-Jones Questions on the report.
(2021-22) 05-021	Neighbourhood Plan, report attached, Cllr A Howell-Jones Questions on the report.
(2021-22) 05-022	Staffing, report attached, Cllr A Howell-Jones Questions on the report.
(2021-22) 05-023	Correspondence, matters remaining unresolved
(2021-22) 05-024	To agree points of Communication to the Parish, Cllr A Howell-Jones
(2021-22) 05-025	Annual Assembly scheduled for Tue 25th May 21 in the Village Hall, prior booking required
(2021-22) 05-016	Date of the next meeting on Tues 8 Jun 2021 at 7.30pm at the Village Hall. Given Covid restrictions if you wish to attend, please contact the Clerk Details of the booking process to be published.