

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 Tuesday 10 October 2023 at 7.00pm at Village Hall

Present:

Councillor: Anne Howell-Jones, Chair

Councillors: John Thelwall, Caroline Underwood, Peter Clark, Dave Duncan, Madeline Fraser,
Aidan Joy, Mark Williams, and Emily Lankfer.

Clerk: Ramune Mimiene

HDC Cllr Martin Hassall

4 members of the public, plus one via Zoom Call

MINUTES

10-101 Apologies for absence.

Apologies from Cllrs Sue Ashwell, Catherine Grigg, Abi Bodede, Richard Salmon, and Gerald Sansom were received and accepted.

HDC Cllr Martin Hassall sent apologies for lateness.

10-102 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.

10-103 Minutes

10-103/1 To agree and sign the minutes of the Parish Council meeting held on 12 September 2023.

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

10-103/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.

10-104 County and District Councillor Reports.

10-104/1 To receive a report from County Councillor Ken Billington – No report received.

10-104/2 To receive a report from District Councillor Martin Hassall – Report received and circulated.

10-105 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.

A resident queried the date for planting the hedge on Lucks Lane (land opposite the entrance to Longhall Road) which will be picked up by Village Maintenance group.

The banner, which is a potential traffic hazard on the A1 Roundabout, was brought up again. This was discussed at September Council meeting, and it was noted that it was neither a Planning nor a VMAG item.

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Note since meeting: Cllr G Sansom asked National Highways on 20th Sep 2023 about an advertising banner on the fence on entry off the A1 into the High Street Buckden and its legality.

A resident asked about the replacement of trees on the A14. This has been raised with National Highways

A resident expressed concerns about the state of a Judas tree in the churchyard. In particular the growth of other trees/bushes close by and the fact it is covered with ivy. The resident also wondered if this tree should have a TPO. Cllr CU to check with HDC BPC tree contractors.

10-106 To fill 1 vacancy on the Parish Council.

We received a notification from HDC regarding a request for an election to fill this position.

4 members of the public left the meeting

10-107 Chairman and Vice Chairman's report, report attached.

Questions on the report

The Hub – The Council agreed in principle to explore how this could be taken forward. The council have agreed to purchase 3 Tommy Silhouettes to be sited on the village green.

A member of the public (on Zoom call) left the meeting.

10-108 Finance, report attached, Cllr S Ashwell.

Questions on the report

Part 1: PROPOSAL FOLLOWING COMPLETION OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY REVIEW (AGAR) 2023

Proposal: To formally record the appreciation of Council for the valuable professional work of our Clerk with respect to this Audit.

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

Part2: TO NOTE TIMETABLE FOR PRECEPT REQUEST

Precept request form for 2024.25 was received from HDC, deadline for submitting the request is Friday 15th Dec. – Noted.

To approve October 2023 Payments for Sanction.

Proposal: Proposed by Cllr PC, seconded by Cllr AHJ, all in favour and it was **RESOLVED** that the above proposal is approved. Carried

To note that The Quarter 1 and Quarter 2 accounts were checked as per our Financial Regulations. Thank you to Cllr GS.

10-109 Flood Advisory Group, verbal update, Cllr J Thelwall.

Storage issue for the flood equipment is being discussed with CCC.

Attenuation basins issue on Bloor site, - this is being monitored by CCC Flood Authority. Sensors to locate ground water were requested from CCC LLFA to detect the ground water before it floods. There are none set up in Buckden yet.

10-110 To Consider Planning Committee Report, Cllr P Clark

10-110/1 To note the Minutes of the Meetings on 26 September 2023 – Noted.

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10-110/2 To note that Planning meeting was held tonight prior to the PC meeting

Chairman of Planning Committee, PC explained what was discussed at the meeting tonight.
Please refer to the Planning Committee Minutes on the website.

10-110/3 To note the Policy regarding Solar Panels

Neither the Huntingdonshire District Local Plan nor the Buckden Neighbourhood Development Plan make specific reference to Solar Panels. BPC has therefore developed a Policy to guide its response to future Planning Applications. The policy is available on BPC website [Solar-Panels-Policy_2023.pdf \(buckdenpc.org.uk\)](https://www.buckdenpc.org.uk/Solar-Panels-Policy_2023.pdf)

10-111 Large Scale Planning Advisory Group, verbal update, Cllr J Thelwall.

Marina flats – nothing new on HDC planning portal.

An application has been submitted to HDC to register the Marina Leisure Centre as an Asset of Community Value

Meeting with Morris Homes Developers re Silver str development, verbal report provided by BPC Cllr JT.

HDC Cllr MH joined the meeting

HDC Cllr MH – report was circulated and can be found on the website. Verbal update.

Cllr MH left the meeting.

10-112 Compliance Advisory Group, no report, Cllr C Underwood.

To approve:

- **Disciplinary Committee Terms of Reference** –were missing from the PC papers and will be circulated for next meeting.
- **Disciplinary and Grievance Policies to reflect new Committee**

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

To approve Terms of Reference for Flooding Advisory Group

Proposal: Proposed by Cllr JT, seconded by Cllr CU, all in favour and it was RESOLVED that the ToR for Flooding is approved. Carried

10-113 Village Maintenance Advisory Group, no report, next meeting 18th October, Cllr S Ashwell

A road closure has now been agreed for the Christmas Lights event in the High Street on Sunday 26th November. The celebrations are being managed by the Community Events Team.

10-114 Highways and Sustainable Transport Advisory Group, meeting held on 11 Sep 2023, report attached, Cllr G Sansom

Survey on weeds received from CCC, Cllr CU will lead on that.

It was noted that the cycleway between Buckden and Brampton has been completed.

Most of the funds to pay for the scheme came from Active Travel England. BPC applied for and received funds from the HDC strategic community infrastructure levy and Buckden and Brampton Parish Councils both provided funds.

BPC would like to thank Daniel Crawshaw from Cambridgeshire County Council, for overseeing the works and keeping us regularly informed of progress and ex Councillors Amy Burbidge and Elaine Scott who were instrumental in kick starting the whole scheme.

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Update by Cllr CU – no time scales for LHI applications yet for 2024.25. No proposals will be taken forward without Council approval.

To co-opt Cllr Mark Williams to the AG

Proposal: Proposed by Cllr AHJ, seconded by Cllr CU, all in favour and it was RESOLVED that the Mark Williams is co-opted to the AG. Carried

10-115 Green infrastructure and Biodiversity Advisory Group, report attached, Cllr C Underwood Questions on the report.

Little Paxton Liaison Meeting Minutes of the meeting held on 26th April and Notes from the meeting held on 4th October attached.

10-116 Village Hall Liaison, no report, meeting to be held on 18th October, Cllr C Underwood

10-117 Allotments Advisory Group, meeting held 2nd October, report attached, Cllr C Underwood No questions on the report.

Community Plot – volunteers help and donate to Diamond Hampers who distribute to people in need.

Thanks to AG recorded.

Cllr MF asked if it is possible for other people to donate vegetables, Cllr CU will ask Allotments AG.

10-118 Communications Advisory Group, verbal update, Cllr A Howell-Jones.

Volunteer is continuing to manage social media.

10-119 Correspondence, matters remaining unresolved, Cllr A Howell-Jones

None.

10-120 To note points of Communication to the Parish, Cllr A Howell-Jones

Noted.

A member of the public re-joined the meeting

A member of the public left

10-121 Confidential Matters

EXCLUSION OF THE PUBLIC AND PRESS

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.

Matter discussed.

10-122 The next Parish Council Meeting will be held on Tuesday 14 November 2023 at 7pm at the Village Hall.

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Meeting finished at 8.45pm

Signature *Date.....*

Appendix 1

Buckden Parish Council – October 2023

Expenditure transactions - payments approval list Start of year 01/04/23

No	Payment Cheque Reference	Gross	Vat	Net Invoice date	Invoice no.	Details
1631	BACS2310 Productions - £300.00 10RAW Fete - Vibrant Grant	£300.00	£0.00	£300.00 27/08/23		RAW Theater Buckden Village Communities
1639	BACS2310 £64.81 10Maskear handymen aid	£64.81	£10.80	£54.01 05/09/23	81319	Maskearaid Ltd - Consumables for
1642	BACs23101 and £48.30 0Viking Roundabout	£48.30	£4.99	£43.31 08/09/23	2976871	Viking - Stamps Envelopes for
1634	BACS2310 Donation £500.00 10Monday Club	£500.00	£0.00	£500.00 12/09/23		Monday Club -
1637	BACS2310 Morris Close - £300.00 10ProLawn Flower and	£300.00	£50.00	£250.00 13/09/23	1314	ProLawnCare - Bulb planting Wild Maintenance
1629	BACS2310 Replacement bin£614.33 10Glasdon	£614.33	£102.39	£511.94 15/09/23	SI1870878	Glasdon -
1635	BACS2310 Alltments £255.00 10Savills	£255.00	£0.00	£255.00 16/09/23	859028	Savills - Rent for 6.4.23-10.10.23
1628	BACS2331	£120.00	£20.00	£100.00 18/09/23	2354	Glassblade Ltd - 2

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months	£120.00						
	010Glassbl						website admin 18
Sep to 17							
	ad						Nov 2023
1632	BACS2310	£190.08	£31.68	£158.40	19/09/23	SP23006917	St John
Ambulance - Provision	£190.08						
	10StJohnA						of 1st aid at
Summer Party							
	mbu						
1636	BACS2310	£504.00	£84.00	£420.00	20/09/23	SB2023212150	PKF Littlejohn -
External audit	£504.00						
	10PKF					4.00	2022.23
1626	BACS2310	£1,504.00	£0.00	£1,504.00	21/09/23	SI-985339	BVHT - Rents
charged - office	£1,504.00						
	10BVHT						space and
additional room							

Signature

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Date

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No	Payment	Gross	Vat	Net Invoice	Invoice	Details	
Cheque	Reference			date	no.		
1633	BACS2310	£4,074.00	£679.00	£3,395.00	24/09/23	172	Nightingale Grass
Care &	£4,074.00						Farm Services - 6
cuts	10Nightinga						Cemetery, 5 cuts
of A1 splays.							Removal of grass,
strim							
1643	DD231001	£95.64	£15.94	£79.70	24/09/23	327544	Shell Buckden -
Fuel for	£95.64						mowers
	Shell						
1625	BACS2310	£748.70	£0.00	£748.70	26/09/23	54217	The Business
Printing	£748.70						Company -
Roundabout	10TBPC						Booklets - October
1627	BACS2310	£545.10	£90.85	£454.25	26/09/23	Si55811	Blachere
Illuminations UK Ltd	£545.10						- Removal
	10Blachere						
1630	BACS2310	£80.00	£0.00	£80.00	26/09/23	20185215	HasFre
Envirnnonmental -	£80.00						Wasp Nest
	10HasFre						
Treatment							
1638	BACS2310	£465.62	£77.60	£388.02	26/09/23	RMA-UK00068	ElanCity - Solar
panel repairs	£465.62						
	10ElanCity						
1641	BACS2310	£300.00	£50.00	£250.00	27/09/23	1306	ProLawnCare -
Bulb planting	£300.00						and maintenance
	10ProLawn						
Hunts End							

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1644	BACS2310	£900.00	£150.00	£750.00	28/09/23	1338	ProLawnCare -
Bulb planting	£900.00						and maintenance
Churchyard	10ProLawn						
	3						
1645	BACS2310	£52.04	£8.67	£43.37	28/09/23	7855734389	NALC - Member
price training	£52.04						on making the
Planning	10NALC						system work for
Local							Councils

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Cheque	Reference			date	no.	
1646 (East) Ltd - Mixed Aug, 6, 12,	BACS2310 £112.44 10Amey	£112.44	£18.74	£93.70 28/09/23	101223742	AmeyCespa general waste 29 19 and 26 Sep 23
1647 34 litter bins	BACS2310 £5,748.61 10HDC_bins	£5,748.61	£958.10	£4,790.51 29/09/23	70072935	HDC - Emptying of in the village
1648 Trailer - paid	BACS2310 £1,860.00 10FSTrailer	£1,860.00	£310.00	£1,550.00 29/09/23	53045	F S Trailers Ltd - from Reserve VM
1649 Legion - Statues x 3	BACS2310 £550.00 10RBL	£550.00	£0.00	£550.00 29/09/23	BuckdenPE195 UY	Royal British Remembrance
1654 Admin fee	DD231008 £3.60 Shell1	£3.60	£0.60	£3.00 30/09/23	327544	Shell Buckden -
1661 Illuminations UK Ltd	BACS2310 £1,905.00 10Blachere 2	£1,905.00	£317.50	£1,587.50 04/10/23	SI56352	Blachere - Installation 2023
1640 collection	DD231009 £34.23 HDCrefuse	£34.23	£0.00	£34.23 09/10/23	70061853	HDC - Refuse Bin
		£6,311.41	£0.00	£6,311.41	Confidential	
Total		£28,186.91	£2,980.86	£25,206.05		

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