

# 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 13 October 2020  
**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 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](mailto:clerk@buckdenpc.org.uk) at least 24 hours before the meeting.

**Ramune Mimiene**  
Clerk  
Buckden Parish Council  
8 October 2020

## AGENDA

|                    |                                                                                                                                                                                                                                                                                                                                                         |
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| (2020-21)<br>10-70 | <b>Meeting protocol: Introduction to remote meeting process</b><br><i>Following the government announcement of further easing of lockdown restrictions from 4 July, both NALC and the Society of Local Council Clerks are strongly advising local councils to continue to meet remotely, without the need for face-to-face contact.</i>                 |
| (2020-21)<br>10-71 | <b>Apologies for absence</b><br>To receive and accept apologies for absence.                                                                                                                                                                                                                                                                            |
| (2020-21)<br>10-72 | <b>County and District Councillor Reports.</b><br><b>10-72/1 To receive report from County Councillor, report attached.</b><br><b>10-72/2 To receive report from District Councillor, verbal update.</b><br>Questions on any reports received.                                                                                                          |
| (2020-21)<br>10-73 | <b>Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.</b><br><b>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.</b>                                                                       |
| (2020-21)<br>10/74 | <b>Declarations of Interest</b><br>To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.                                                                                                                                                                             |
| (2020-21)<br>10-75 | The statutory period for electors to request an election to fill the vacancy on Buckden Parish Council, due to the resignation of Cllr John Mulcrone, has now passed without such a request having been made. Therefore, PC can now make the necessary arrangements to co-opt to fill the vacancy. Notices were placed on PC website and Notice Boards. |
| (2020-21)<br>10-76 | <b>Chairman's report</b><br>10-76/1 Questions on the report.                                                                                                                                                                                                                                                                                            |
| (2020-21)<br>10-77 | <b>Minutes</b><br>10-77/1 To agree and sign the minutes of the Parish Council meeting held on 8 September 2020.                                                                                                                                                                                                                                         |

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|                    | 10-77/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| (2020-21)<br>10-78 | <p><b>Finance, report attached, Cllr S Ashwell</b><br/> <b>10-78/1 TO NOTE WORK TO PREPARE THE DRAFT BPC BUDGET FOR 2021-22</b><br/> A proposed budget will then be brought to the Council meeting in November 2020 for discussion and final decisions.</p> <p><b>10-78/2 Management of records of visitors to the Village Hall to contact the Clerk</b><br/> <b>Proposal: To agree whether the costs and other implications of recording the images are appropriate and desirable.</b><br/> <b>Proposal: If it is decided to store recorded images, then to delegate authority to the Clerk the selection of a data storage package to support the use of a video doorbell/phone combination</b></p> <p><b>10-78/3 To note Cashbook, Bank Balances, Budget reports and Bank Reconciliation as at 30 Sep 2020</b></p> <p><b>10-78/4 To note that Cllr C Gillam will verify the 2<sup>nd</sup> quarter accounts, as per PC Financial Regulation 2.2.</b></p> <p><b>10-78/5 To Approve 13 October 2020 Payments for Sanction.</b></p> |
| (2020-21)<br>10-79 | <p><b>To Consider Planning Committee Report, Cllr S Ashwell</b><br/> 10-79/1 Minutes of the meetings held on 8 Sep 2020 and 6 Oct 2020<br/> 10-79/2 Verbal update on 13 Oct 2020 Meeting</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| (2020-21)<br>10-80 | <b>To Consider Update from Large Planning Committee, verbal update, Cllr M Hassall</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| (2020-21)<br>10-81 | <p><b>Compliance Advisory Group, report attached, Cllr C Underwood</b><br/> Questions on the report</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| (2020-21)<br>10-82 | <b>General Purposes and Cemetery Advisory Group, verbal update, Cllr B Millard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| (2020-21)<br>10-83 | <b>Climate Change Mitigation Advisory Group, Cllr A Jones</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| (2020-21)<br>10-84 | <p><b>Highways and Road Safety Advisory Group, verbal update, Cllr E Scott</b><br/> 10-84/1 To note that Winter Management Plan was reviewed, no changes required, to be posted to the PC website.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| (2020-21)<br>10-85 | <p><b>Rights of Way and Trees Advisory Group, report attached, Cllr C Underwood</b><br/> 10-85/1 Questions on the report.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| (2020-21)<br>10-86 | <p><b>Village Hall Liaison, report attached, Cllr Steel</b><br/> 10-86/1 Report from Village Hall Trust AGM, questions on the report.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| (2020-21)<br>10-87 | <p><b>Allotments Advisory Group, report attached, Cllr S Studd</b><br/> 10-87/1 Questions on the report</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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| <b>(2020-21)<br/>10-88</b> | <b>Digital Communications Advisory Group, meeting held on 7 Oct 2020, minutes attached, Cllr H Hassall</b><br>10-88/1 Questions on the Minutes |
| <b>(2020-21)<br/>10-89</b> | <b>Correspondence, matters remaining unresolved</b>                                                                                            |
| <b>(2020-21)<br/>10-90</b> | <b>Neighbourhood Plan, report attached, Cllr A Howell-Jones</b><br>10-90/1 Questions on the report                                             |
| <b>(2020-21)<br/>10-91</b> | <b>Points of Communication to the parish, Cllr C Underwood</b>                                                                                 |
| <b>(2020-21)<br/>10-92</b> | <b>Date of the next meeting on Tue 10 November 2020 at 7.30pm via Zoom Conference call</b>                                                     |

*Due to the Coronavirus the Government has issued the regulations that gives local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings.*

*The Regulations were made by the Secretary of State for Housing, Communities and Local Government, in exercise of the powers conferred by section 78 of the Coronavirus Act 2020(1) and paragraph 36(1)(b) of Schedule 6 to the Police Reform and Social Responsibility Act 2011(2).*

*Following the government announcement of further easing of lockdown restrictions from 4 July, both NALC and the Society of Local Council Clerks are strongly advising local councils to continue to meet remotely, without the need for face-to-face contact.*