

BUCKDEN PARISH COUNCIL

Assistant Parish Clerk: Jessica Thomson Buckden Village Hall Burberry Road Buckden PE19 5UY. Tel; 01480 819407

Village Maintenance Committee

Minutes of the Buckden Parish Village Maintenance Committee held on Friday 25th July 2025 at 9.00am at the Village Hall

Present:

Councillor: Anne Howell-Jones, Chair

Councillors: Madeline Fraser, Simon Legatte

Village Volunteer: Betty Millard

Assistant Clerk: Jessica Thomson

MINUTES

1 Apologies

To receive and accept apologies for absence.

Apologies received from Parish Clerk Ramune Mimiene and Cllr Underwood

2 Approval of the Minutes

Proposed by Cllr AHJ, seconded by Cllr MF, all in favour and it was RESOLVED that Minutes are approved as a true and correct record of the meeting – it was noted that Cllr Legatte's name was incorrectly spelt.

3 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.

There were no declarations of interest.

4 Cemetery Matters

- Regulations Review – new wording agreed, JT to check numbering and update footer
- Review memorial safety check quotes - still waiting for third
- A dead Wood Pigeon was found in Cemetery with a shot gun wound, clearly there is concern that someone is using a shot gun in the village and it was decided that it should be reported to the police – JT to action

5 Shakespeare at the Towers

- Overwhelmingly this was seen as a great success and strong relationships have been forged.
- It was noted that at the beginning of the performance run a lot of bags of picnic litter could be found in the high-street, seen near the bus stop / butchers. Feedback to be shared with the Shakespeare team, suggest that lots of visible bins and perhaps announcements / signs before people leave the Towers as we don't have bins in the main high street.

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- 6 Play area**
- Repairs were completed on the playground
 - We received an additional quote for a gate repair – it was decided that we would leave that until the next lot of repairs are required.
 - Buckden Playground and Recreation Area Survey – there are 78 responses so far Cllr AHJ and JT to pull together a report to share with everyone.
- 7 Streetlighting**
- 3 streetlight Maintenance Contracts have now been received and shared.
 - JT to discuss with RM on her return, it was agreed that we should get our chosen supplier to do tests and certification. We will then look at budgeting or obtaining a grant for the updating of lights to LED next year.
- 8 Civil Parking Enforcement in Huntingdonshire**
- HDC will be starting Civil Parking Enforcement in Huntingdonshire, this is set to start in August, they have provided information to be shared with Residents – JT to start awareness campaign on FB
- 9 Bug Hotels**
- Two new Bug Hotels have been installed in Buckden, they were advertised on FB and had a very positive reaction from residents.
 - We would like to officially thank our Groundsmen for a great job done.
 - We would like to donate one to the school – we will contact them to see if they would like one.
 - It was suggested that a small plaque should be attached to them, 'handcrafted by our Parish Council Groundsmen' JT to discuss the above with the Groundsmen
- 10 Shed alarm Monitoring**
- Still waiting for installation – roll over to next meeting.
- 11 Proposal to Savills** – all agreed that the Groundsmen Shed provision was very thorough
- 12 Electricity charges and contract for shed**
- It was agreed that we do not need to put this out to tender again at this stage unless RM feels differently on her return
- 13 Green Infrastructure and Biodiversity**
- Update on tree surgery on tree at Hunts End, it transpires that we were out of contract with the contractor – this is now being renewed and the job will be done
 - Tree Manor Close – there is a tree that is blocking out the light for the resident, it has been agreed that we will get a quote to have this topped

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Policies Review

- Litter picking Risk Assessment
- Daily Risk Assessment
- Risk Assessment Billy Goat – no longer in use
- Risk Assessment Grass cutting
- Risk Assessment Strimmer
- Risk Assessment Shredder
- H&S (*also under General Policies*)
- Lone working Policy (*also under Employment section*)

Everyone is happy with the policies, they should be updated to say they have been reviewed.

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Next Meeting will be 19th September 9am

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Confidential Matters - none