

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: 7.00pm
Date: Tuesday 8th September 2026
Venue: Millard Suite, Village Hall

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).

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 by emailing clerk@buckdenpc.org.uk

If you wish to join Parish Council meeting remotely, please email the clerk for a Zoom invite providing your name and email address.

Ramune Mimiene
Clerk
Buckden Parish Council
2nd September 2026

AGENDA

- 09-072 To receive and accept apologies for absence.**
- 09-073 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.
- 09-074 Minutes**
09-074/1 To agree and sign the minutes of the Parish Council meeting held on 14th July 2026.
09-074/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached
- 09-075 County and District Councillor Reports.**
09-075/1 To receive a report from County Councillor Liam Beckett
09-075/2 To receive a report from District Councillor Martin Hassall
- 09-076 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.
- 09-077 Two vacancies on the Parish Council following May 2026 Elections have to be filled by co-option To consider co-option.**
- 09-078 Chair's update, report attached, Cllr P Clark**
Questions on the report.

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- 09-079 Compliance Oversight Group Compliance Advisory Group, report attached, Cllr C Underwood**
Questions on the report.

09-079/1 Policy review and approval

To review and approve Investment Policy/Strategy

Financial Risk Management Policies due to be approved at the July meeting have now been reviewed and minor amendments made. These policies are:

- Risk Assessment – Strategic Financial Risks
- Risk assessment – use of online banking to make electronic payments
- Risk Assessment – Unity Bank Commercial Multi-pay credit card & use of separate Fuel (credit) card by handymen
- Risk assessment – Transport and Handling of Cash

Proposal to approve the recently reviewed Policies

09-079/2 The following Policies were due for review these have been reviewed and where necessary revised and the Compliance Oversight Group recommend approval

- Equality and diversity policy and Dignity at Work Policy
- Safeguarding policy
- Complaints policy
- Health and safety policy and procedures

Proposal to approve the recently reviewed Policies

09-079/3 Communications policies

The following policies have now been reviewed, and the Compliance Oversight Group recommend approval

- Media Policy
- FoI Policy
- Information Sharing Agreement

Proposal to approve the recently reviewed Communications Policies

09-079/4 To confirm AUDIT CHECKLIST RECOMMENDATIONS ACTION PLAN

09-078/5 Proposal to approve the RoPA (Record of Processing Activities) for Buckden Parish Council

09-079/6 To note that the suggested date for Finance and Compliance Group meeting to set the budget for next year, is 20th October 2026 7.00pm - all councillors to attend

09-079/7 All Councillors are invited to review their Roles and Responsibilities and send in their updates.

- 09-080 Finance, Cllr Peter Clark, report attached**

**09-080/1 Proposal 1 To agree to the new arrangements for Finance Oversight
To approve Terms of Reference**

09-080/2 Proposal 2 to agree to the reduction in the number of Bank Accounts as outline above

09-080/3 Corporate Credit card - To approve the increase of spending limit per transaction from £500 to £1,000

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09-080/4 To note monthly oversight and updates on current expenditure and financial matters, with quarterly reviews of performance against the budget.

Quarter 1 report budget against expenditure presented to the council

09-080/5 To note that accounts for August 2026 are to be checked, to meet the requirements listed in our Financial Regulations, thanks to Cllr D Gregory

09-080/6 To note two Grant applications received:

After Exercise Class - Friday and Wed classes asking £500 each to cover the additional Hall Hire fees

09-080/7 To note the 2026.27 National Salary Award has been implemented

09-080/8 To approve September 2026 Payments

- 09-081 Flood Advisory Group, no meeting held – report on Flood Water Events 29th August 2026, Cllr A Joy**
Verbal update.
- 09-082 Planning Committee Cllr P Clark**
09-082/1 To note the Planning Meeting Minutes of 14th July 2026
09-082/2 To note that Planning meeting was held prior to the PC meeting
- 09-083 Large Scale Planning Advisory Group, Cllr J Thelwall.**
Verbal report.
- 09-084 Neighbourhood Plan Advisory Group, Cllr J Thelwall**
Verbal report.
- 09-085 Village Maintenance Committee, verbal update, Cllr A Howell-Jones**
- 09-086 The Hub, verbal report, Cllr A Pancholi-McCann**
- 09-087 Highways and Sustainable Transport Advisory Group, meeting to be held on 7th September, Cllrs G Sansom and C Underwood**
Verbal update.
- 09-088 Green infrastructure and Biodiversity Advisory Group, Cllr C Underwood**
Verbal update.
- 09-089 Village Hall Liaison, no meeting held, Cllrs P Clark and C Underwood**
- 09-090 Allotments Advisory Group, meeting held 4th August 2026, report attached, next meeting scheduled on 7th September 2026, Cllr C Underwood**
Questions on the report.
- 09-091 Communications Advisory Group, no meeting held, Cllr A Howell-Jones**
- 09-092 Correspondence, matters remaining unresolved, the chair**

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09-093 To note points of Communication to the Parish

09-094 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.

Verbal report regarding the Allotments sheds, Cllr John Thelwall

09-095 The next Parish Council Meeting is:

- **Tuesday 13th October 2026 at 7pm at the Village Hall**