

BUCKDEN PARISH COUNCIL

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

Notice of meeting: Parish Council Meeting
Time: 7.30pm
Date: Tuesday 9th October 2018
Venue: Buckden Village Hall – Millard Suite

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).

Terry Hayward
Chairman
Buckden Parish Council
3rd October 2018

AGENDA

(2018-19) 95	Apologies To receive and accept apologies for absence.
(2018-19) 96	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.
(2018-19) 97	Declarations of Interest To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.
(2018-19) 98	Minutes 98.1 To agree and sign the minutes of the Parish Council meeting held on 11 th September 2018. 98.2 To resolve any actions arising from the minutes of the Parish Council meeting held on 11 September 2018.
(2018-19) 99	County and District Councillor Reports. 99.1 To receive report from County Councillor 99.2 To receive report from District Councillor.
(2018-19) 100	Chairman's report 100.1 To receive Chairman's comments on the Public Examination of the HDC Draft Local Plan page 265 BU1 - attached
(2018-19) 101	Finance. 101.1 To receive update as at 31 st September 2018. 82.2 To agree payments for sanction as at 9 th October 2018. The Council is asked to approve the outsourcing of payroll for Buckden Parish Council employees with effect from 1st November 2018 to Cambridgeshire ACRE. The cost for this outsourcing will be approximately £500 in 2018/19 and £600 pa in 2018/19. This proposal is in line with arrangements in other local councils and is put forward to <ul style="list-style-type: none">• Provide resilience in the pay system i.e. so that it does not depend on one person (the Clerk) being available to process the payments.

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	<ul style="list-style-type: none">• Improve transparency in the payroll process through use of a third party and ensure that the potential risk of errors in HMRC or pension payments is not borne exclusively by Buckden Parish Council <p>It is proposed that this rationale for outsourcing be included in the Risk Assessment for Financial Management that will be developed and implemented by the new Clerk with the Chairman of the Finance Advisory Group. The completed risk assessments, including the proposed mitigating arrangements will be brought to full Council for review and adoption in due course.</p> <p>Attached Report from Finance Advisory Group The Council is asked to review the issues listed in the Finance Advisory Group notes 12 September 2018, and where they are relevant to the calculation of the Buckden Precept for the financial year 2019/20, to comment. The Council is asked to note particularly the risks to the BPC budget identified, the approach to reserves and the actions listed. The Council is requested to support the way forward proposed for the calculation of the Precept for 2019/20 and to authorise the Finance Advisory Group, its Chairman and the Clerk/RFO to prepare a draft budget on that basis, for presentation to the full Council at the November 2018 meeting.</p>
(2018-19) 102	To Consider Planning Committee Report There has not been a meeting of the Planning Committee this month
(2018-19) 103	Compliance Advisory Group No report. Next meeting 23 October 2018
(2018-19) 104	General Purposes Advisory Group 104.1 Verbal update 194.2 St Mary's PCC have approached the Council requesting repairs to the paths leading to the church. These are the responsibility of the Parish Council. Quotes will be sort for the repair/replacement of the path nearest to the vicarage in the first instance and a report will then be given to the PC.
(2018-19) 105	Cemetery Advisory Group Report attached
(2018-19) 106	Highways and Road Safety Advisory Group Verbal update
(2018-19) 107	Rights of Way and Trees Advisory Group See attached report
(2018-19) 108	Allotments Advisory Group No report
(2018-19) 109	The Buckden Cycle Route Advisory Group See attached Report
(2018-19) 110	Neighbourhood Plan Advisory Group Please see e-mail and attachment sent separately

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(2018-19) 111	Transport Advisory Group
112	Staffing Advisory Group Verbal update re departure of Parish Clerk and appointment of new Clerk.
113	Co-Option of new Councillor