

# 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 8 October 2019 at the Buckden Village Hall at 7.30pm

Present:

Councillor: Caroline Underwood, Chair

Councillors: Cllrs S Ashwell, B Millard, P Steel, A Jones, E Scott, K Render, Amy Burbidge, J Thelwall and S Studd

Clerk: Ms R Mimiene

CC Cllr P Downes, HDC Cllr H Masson

3 members of the public

### MINUTES

(2019-20) 358	<b>Apologies for absence</b> <b>To receive and accept apologies for absence.</b> Cllrs A Howell-Jones, Clive Gillam, Martin Hassall and Dave Duncan sent apologies for absence.	
(2019-20) 359	<b>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.</b> 359.1 A resident attended the PC meeting to discuss change of use of the land next to 7 Swan End. Proposal presented. The matter was discussed under the closed part of the meeting. <i>The PC thanked the resident for the update.</i>  <i>Cllr A Jones joined the meeting.</i> <i>One member of the public left the meeting.</i>  359.2 Revd Jes Salt highlighted the fact that it will be the 75 <sup>th</sup> anniversary of VE day next year and was hoping that the PC would support any events organised. Cllr C Gillam had via email volunteered to be a contact point for liaison between the Council and the Church. Revd Jes Salt also thanked PC for the Grant of £750.00 provided to Youth Club last year and explained how it had been used. The PC thanked him for the feedback.  <i>Revd Jes Salt left the meeting</i>	
(2019-20) 360	<b>Declarations of Interest</b> <b>To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.</b> None.	
(2019-20) 361	<b>Minutes</b> <b>361.1 To agree and sign the minutes of the Parish Council meeting held on 10 September 2019.</b> <b>Proposal: Proposed by ES, seconded by AB, all in favour and it was RESOLVED that the Minutes are approved. Carried.</b>  <b>361.2 To resolve any actions arising from the minutes of the Parish Council meeting.</b>	

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	Noted.	
(2019-20) 362	<b>Chairman's update</b> Report attached.	
(2019-20) 363	<p><b>County and District Councillor Reports.</b></p> <p><b>363.1 To receive report from County Councillor.</b> <i>Note: CCC Cllr PD Report circulated to PC members prior to the meeting but missed the Agenda therefore it is not on the PC website.</i> Great Ouse Valley trust event is to be held on 30 Nov 19 – Cllr CU expressed interest in attending. Cllr PD will provide the contact. It was reported that the cycleway to Grafham Water was left in a poor condition and is not connected with other paths. Highways England are not liaising with the County Council. Cllr AB noted that the plan, which was agreed by HE and CC, did not materialise and BPC feel they were let down. (See Minute No (2019-20) 372).</p> <p><b>363.2 To receive report from District Councillor.</b> <i>Report from HDC Cllr HM received on the night. Not included in Agenda reports on the website.</i> Local Cycling and Walking Infrastructure Plan (LCWIP) was brought to HDC Cllr HM attention. Cllr AB expressed concerns that even if HDC were impressed by the strategic nature of the proposals and in principle supportive, they needed more detail and projects which are 'ready to go' before they can be considered for CIL spending, - there is a budget of £15m which is not yet allocated. Cllr AB noted that it would have been helpful if BPC were informed about the conditions before putting the application which requires a lot of work and input. PC asked HDC Cllr HM to raise the matter at the next HDC meeting and to seek clarity on use of CIL money for design projects. Concerns raised regarding A1 safety Group meeting. The group was chaired by T Hayward previously and then in summer 2018 handed over to HDC Cllr HM to chair. A1 Safety Group needs to be reinstated with Cllr AHJ to chair. Agenda item for Nov PC – Future of A1 Safety Group. If residents notice or experience any issues on A1, they need to report these straight to Highways England and copy to BPC. BPC can gather evidence, but people have to inform HE first.</p> <p><i>CC Cllr PD left the meeting.</i> <i>HDC Cllr HM left the meeting</i></p>	<p>HM</p> <p>AHJ</p>
(2019-20) 364	<p><b>Finance</b> <b>Report attached, Cllr S Ashwell</b></p> <p><b>364.1 Proposal that Council approve that the first call on CIL money in 2020/21 should be to build the Councils' earmarked reserves</b> It was noted that CIL expenditure should be spent on community infrastructure only. Cllr KR will seek some clarification at HDC. General reserves have to be 100% of the Precept.</p> <p><b>364.2 Proposal to approve approach to unplanned / unbudgeted activities 2020/21</b> <b>Proposal: Proposed by SA, seconded by BM, all in favour and it was RESOLVED that the approach to unplanned / unbudgeted activities 2020/21 are approved. Carried.</b></p>	<p>KR</p>

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	<p><i>Reminder: The template for submitting budget proposals for 2020/21 BPC budget will be circulated to Group/Committee Chairmen and will be discussed at the Finance Advisory Group meeting on Tuesday 29 Oct.</i></p> <p><b>364.3 Proposal for an in-year donation to CPRE for their campaign to protect Greenfield sites from development, Cllr S Ashwell</b> Cllr SA, would in these circumstances, and based on the CPRE email, be willing to complete the BPC application form. A donation for this purpose could be included under S137 in BPC accounts. BPC have budget and a policy which allows donations up to £200 to be agreed outside the Annual Grants process, subject to the form being completed so that we can track the spending. <b>Proposal: Proposed by KR, seconded by SS, all in favour and it was RESOLVED that the donation of £200 to CPRE is approved. Carried.</b></p> <p><b>364.4 Council to consider other Grants and Donations request received.</b> Noted.</p> <p><b>364.5 Finance Report: Cashbook and Bank Reconciliation to 30 Sep 19. Income and Expenditure report for the period from 1 Apr to 30 Sep 19. Financial Budget comparison presented to PC.</b> Noted.</p> <p><b>364.6 External Audit</b> Notice of Completion of the Audit now received and published. The External Audit was approved. The only area raised was an "except for" the play area not being recorded as an asset in 2016. This emphasises how important it is to ensure everything is properly documented.</p> <p><b>364.7 To Approve Payments for Sanction.</b> <b>Proposal: Proposed by SA, seconded by BM, all in favour and it was RESOLVED that the Payments are approved. Carried.</b></p>	
<p><b>(2019-20)</b> <b>365</b></p>	<p><b>To Consider Planning Committee Report, Cllr S Ashwell</b> Verbal update from the meeting.</p>	
<p><b>(2019-20)</b> <b>366</b></p>	<p><b>To Consider Update from Large Planning Committee, Cllr S Studd</b> <b>Verbal update.</b> 366.1 Update re: meeting with Luck Lane site manager, Cllr S Studd Silver Street plans have been modified to reduced number of houses to 315 and is on hold at the moment. Mill Rd application on hold as well. Number of school places proven to be insufficient to accommodate this development. Lucks Lane: The developer is looking to replant the removed hedges. A planning application has been submitted HDC retrospectively for flags on A1 and Stirtloe Lane. BPC expressed its concern over lack of enforcement by HDC. Lucks Lane is now closed now so there should be no more issues with lorries accessing the site via Lucks Lane.</p>	
<p><b>(2019-20)</b> <b>367</b></p>	<p><b>Compliance Advisory Group, Cllr Underwood</b> No report.</p>	

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<p>(2019-20) 368</p>	<p><b>General Purposes and Cemetery Advisory Group, Cllr B Millard</b> Verbal report provided. More vandalism happened at Play Area which was recorded on CCTV cameras. Cllr BM wrote to football club to draw their attention and pass the message to others. It was agreed to put notices in the changing rooms stating that CCTV cameras are installed and anyone caught causing damage will be prosecuted. Cllr CU will raise this matter at VHT liaison group meeting.</p>	<p><b>Clerk CU</b></p>
<p>(2019-20) 369</p>	<p><b>Highways and Road Safety Advisory Group, Cllr E Scott</b> <b>Report attached.</b> An approved form from CCC received stating that voluntary activities can be taken under CCC Insurance cover. Hi vis vests purchased. Date advertised on Facebook (Sun 13 Oct 19). Anyone is welcome to help clearing the Silver Street corner. Volunteers are reminded to bring their own tools. <i>A member of the public left the meeting.</i></p> <p><b>369.1 Update on Pavements Survey</b> Cllr OJ has resigned. This will need to be actioned by another councillor.</p>	
<p>(2019-20) 370</p>	<p><b>Rights of Way and Trees Advisory Group, Cllr C Underwood</b> <b>Verbal report.</b> 370.1 Friends of Buckden Footpaths: Update on Volunteers – 5 volunteers have put their names down.</p>	
<p>(2019-20) 371</p>	<p><b>Allotments Advisory Group, Cllr S Studd</b> Verbal update. 371.1 Plot inspection carried. A few plots need attention. Meeting planned for later in the week. Cllr SS will take over as Chair of the group.</p>	<p><b>SS</b></p>
<p>(2019-20) 372</p>	<p><b>The Buckden Cycle Route Advisory Group, Cllr A Burbidge</b> <b>Report attached (missed the Agenda but was circulated as soon as received)</b> Highways England (HE) response to enquiry from the Group stated that they were no longer going to connect the new foot/cycleway under the a1 bridge or provide a surfaced track on the Mere lane Byway. This has changed from the original scheme. In addition HE reported that they did not comply with the Cycle Standards because the scheme is a shared use path, and that it had passed their safety audit. The PC expressed disappointment and proposed to investigate, via Freedom of Information requests, the reasons the Mere Way scheme had changed and the safety audit process. Cllr AB to circulate a draft of the FOI letter. Proposal for the group to put FOI request and bring it to PC for approval. <b>Proposal: Proposed by CU, seconded by SS, all in favour and it was RESOLVED that the Cycle Route AG will prepare the FOI request. Carried.</b></p> <p>£500 already paid of shared scheme with Brampton: Cllr PD asked CCC for the money to be paid back by CCC on BPC behalf.</p> <p><i>Cllr ES left the meeting</i></p>	<p><b>CRAG</b></p> <p><b>AM</b></p> <p><b>PD</b></p>
<p>(2019-20) 373</p>	<p><b>Update on Neighbourhood Plan, Cllr A Howell-Jones</b> Report attached. Meeting with HDC set for Mon 14 Oct 19.</p>	<p><b>N Plan Group</b></p>

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<p>(2019-20) 374</p>	<p><b>Meeting with Village Hall Trust, Cllr C Underwood</b> Cllr KR reported that a lot of litter was left on the field. Could the position of the existing bins be reconsidered or benches could be re-located? Cllr PS attended the VHT AGM followed by normal monthly meeting. PC thanked Cllr PS for the reports. The next meeting of BPC and VHT is set for the next week.</p>	<p>PS</p>
<p>(2019-20) 375</p>	<p><b>Digital Communications Advisory Group, Cllr M Hassall</b> Report attached. <b>375.1 Proposal for a £175 spend for a, grant funded, Neighbourhood Plan Page on the website for budgetary purposes. – Option 1</b> <b>Proposal: Proposed by SA, seconded by KR, all in favour and it was RESOLVED that the payment of £175.00 (grant funded) for the NP page on PC website is approved. Carried.</b> It was noted that Cllr AHJ and CU are members of the group and should be invite to the meetings. Clerk to inform Cllr MH. Full discussion of the PC website required. It was agreed that this could be raised, in part, at the Finance meeting.</p>	<p>Clerk MH</p>
<p>(2019-20) 376</p>	<p><b>Climate Change Mitigation Advisory Group</b> 376.1 Electric Vehicle Charge points, Cllr A Jones. Cllr AJ presented a report. Members felt they need to analyse it carefully. Cllr AJ will attend the Finance meeting on Tue 29<sup>th</sup> Oct 19 re: Budget set up and bring the preferred proposal for consideration to full PC at Nov meeting.  <b>376.2 Proposal: To co-opt Natasha Marsh to the Advisory Group.</b> <b>Proposal: Proposed by AJ, seconded by AB, all in favour and it was RESOLVED that Natasha Marsh is co-opted to the group. Carried.</b></p>	<p>AJ</p>
<p>(2019-20) 377</p>	<p><b>To further consider Councillor Training, Clerk, update</b> No further Councillor training available at the moment. Clerk will keep informing PC on any training is provided by CAPALC. Awaiting to hear from Hilton PC.</p>	<p>Clerk</p>
<p>(2019-20) 378</p>	<p><b>Correspondence received</b> 378.1 Update on Cambs and Peterborough Transport: PC response submitted, noted by PC. 378.2 Southern Bypass Communication Events A14: date arranged 13 Nov 19. 378.3 It was noted that Cllr Orrin James had written tendering his resignation from the Council.</p>	
<p>(2019-20) 379</p>	<p><b>Christmas lights</b> Verbal update. Christmas lights work is progressing. <i>At the time of the site meeting with Christmas Lights contractor it was noticed that double yellow lines are worn out on the corner of the High Street by the George. Highways WG noted that this is on their list of issues to address.</i> PC will meet the contractor again at the end of October. Donation for Christmas event costs was discussed at the last meeting. It was agreed to fund training and certification to last 5 years for up to 12 people. The total costs is a little over £1,000 and effectively comes from BPC Christmas lights residual budget (PC earmarked a reserve in case of major problems). Christmas market will have the signage required. PC are awaiting the training dates so that if there are spare places Councillors or</p>	<p>Highways PC GPAG</p>

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	Council nominated people can attend ( as the main cost for training is a fixed price for up to 12 people).	
<b>EXCLUSION OF THE PUBLIC AND PRESS</b> 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.		
)2019-20) 380	<b>380.1 Planning: Green Space</b> Discussed. It was agreed that decision from the last meeting stands. Cllr SA and Clerk will meet and confirm the response in writing.	<b>SA Clerk</b>
(2019-20) 381	Date of the next meeting Tue 12 November 2019 at 7.30pm at the VH	

*Meeting finished 9.34pm*

Date: .....

Signature: .....