

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 10 September 2019 at the Buckden Village Hall at 7.30pm

Present:

Councillor: Cllr Anne Howell-Jones (Chairman)

Councillors: Cllrs S Ashwell, A Jones, M Hassall, B Millard, P Steel, E Scott, K Render and S Studd

Clerk: Ms R Mimiene

CC Cllr P Downes, HDC Cllr H Masson

1 member of the public

MINUTES

(2019-20) 334	Apologies for absence To receive and accept apologies for absence. Cllrs J Thelwall, C Gillam, C Underwood, O James and A Burbidge sent apologies for absence.	
(2019-20) 335	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. None.	
(2019-20) 336	Declarations of Interest To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda. Cllr SA declared interest in the Planning item for a Tree Application at Buckden Marina.	
(2019-20) 337	Minutes 337.1 To agree and sign the minutes of Parish Council meeting held on 9 July 2019. Proposal: Proposed by AHJ, seconded by BM, all in favour and it was RESOLVED that the Minutes are approved. Carried. 337.2 To resolve any actions arising from the minutes of the Parish Council meeting. Noted.	
(2019-20) 338	County Councillor Reports. 338.1 To receive report from County Councillor PD. Report attached to the Agenda. Additionally CC Cllr PD presented a map showing predicted traffic volumes into Huntingdon town centre and highlighted his concerns about traffic congestion after the A14 fly overs are removed. These have been raised with Highways England previously.	
(2019-20) 339	Co-option to the Council to fill in 1 Vacancy 339.1 Proposal to co-opt potential applicants to Parish Council to fill 1 vacancy	

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	<p>2 applications received. A ballot took place. Dave Duncan was the successful candidate. Proposal: Proposed by AHJ, seconded by SA, all in favour and it was RESOLVED that Dave Duncan is co-opted to PC. Carried.</p>	
(2019-20) 340	<p>District Councillor Reports. 339.2 To receive report from District Councillor. Verbal report by HDC Cllr HM. Cllr HM will provide information re: Transport Plan consultation bidding process for grants including criteria and time scales. HDC Cllr HM informed BPC that there are proposed BT Roadworks in Buckden High Street (timescales unknown). Cllr SS agreed to contact CC as BPC would not wish this work to coincide with the current Lucks Lane road closures. <i>Note since meeting: Cllr SS approached BT, awaiting feedback.</i> <i>CC Cllr PD left the meeting</i></p>	<p>HM SS</p>
(2019-20) 341	<p>Finance Cllr S Ashwell 340.1 Verbal report from Finance Advisory Group: The next Finance Advisory Group meeting is Tuesday 29 Oct, and that meeting is followed by the Compliance Advisory Group meeting. 2 documents were circulated to PC prior to the meeting: July 2019 Finance Advisory Group Notes and Budget Setting summary - items noted and agreed as part of verbal report. Points to be aware off: Provisional/draft budget from all Advisory Group Chair's requested by 29 Oct 19 - Finance meeting. The Chairman of Finance AG will work with the Clerk to prepare a proposed Budget for 2020/21, based on the Clerk's records and the work of the groups/committees. BPC Budget is planned to be presented for discussion and agreement at the Nov/Dec PC meeting. Precept 2020/21 request needs to be submitted to HDC by mid Dec. 340.2 Finance Report: Cashbook and Bank Reconciliation to 31 Aug 19: <ul style="list-style-type: none"> • Unity Trust Cashbook and Bank balance as at 31 Aug 19: £31,646.87 • Bank of Scotland balance as at 31 Aug 19: £17,704.44 • NatWest a/c – awaiting the bank statement. The invoice for Year 1 Quarter 1 (Period 30/04/19 – 30/07/19) for £151.80 (incl £25.30 VAT) for the Street Lighting Maintenance Contract with Balfour Beatty received. Proposal: Proposed by SA, seconded by BM, all in favour and it was RESOLVED that the Invoice for the Streetlights maintenance be paid by PC. Carried. 340.3 To Approve Payments for Sanction. Proposal: Proposed by SA, seconded by BM, all in favour and it was RESOLVED that Sep payments are approved. Carried.</p>	<p>Chairs of all AGs and Committees SA Clerk</p>
(2019-20) 341	<p>To Consider Planning Committee Report, Cllr S Ashwell Verbal update from the meeting.</p>	

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<p>(2019-20) 342</p>	<p>To Consider Update from Large Planning Committee, Cllr M Hassall Verbal update from August Meeting. 342.1 To consider Lucks Lane Development Street Naming request from Bloor Homes and HDC. There were requests from both Bloor Homes and HDC about this. PC agreed that given the extensive and impressive Anglo Saxon settlement that was on the site and the richness of the archaeology that has been found on site, that the names associated with this theme will be used. Cllrs are invited to email their suggestions to the Clerk. It was also agreed to seek advice from Barry Jobling. <i>Note since meeting: The suggestions submitted to HDC.</i></p>	<p>PC Clerk</p>
<p>(2019-20) 343</p>	<p>Compliance Advisory Group, Cllr S Ashwell Notes of meeting attached. 343.1 Proposal: To approve the draft Induction Policy. Proposal: Proposed by SA, seconded by AHJ, all in favour and it was RESOLVED that the Induction Policy is approved. Carried. 343.2 Proposal: To approve the Annual Plan. Proposal: Proposed by SA, seconded by PS, all in favour and it was RESOLVED that the Annual Plan is approved. Carried.</p>	
<p>(2019-20) 344</p>	<p>General Purposes and Cemetery Advisory Group, Cllr B Millard Report attached. Quotes collected. It was agreed to approve the quote from Huntree Fencing Ltd for £2,985 + VAT. Proposal: Proposed by BM, seconded by ES, all in favour and it was RESOLVED that the Quote by Huntree Fencing Ltd for £2,985 + VAT is approved. Carried. <i>Note since meeting: Quote confirmed.</i></p>	
<p><i>HDC Cllr HM left the meeting</i></p>		
<p>(2019-20) 345</p>	<p>Highways and Road Safety Advisory Group, Cllr E Scott Report attached. 345.1 Community Gritting Scheme applications for Winter 2019-2020: Gritting for discussion, email circulated PC discussed the winter management plan and agreed that PC will not carry out winter gritting. There are a number of salt bins around the village for residents to use. PC are looking after the salt bins but salt is refilled by County Council Highways. Article to go in the Roundabout confirming the process. It was noted that public are not liable if they spread the grit. 345.2 Update on Pavements Survey, Cllr O James Carried forward to the next meeting when Cllr OJ is present.</p>	<p>Highways Group</p>
<p>(2019-20) 346</p>	<p>Rights of Way and Trees Advisory Group, Cllr P Steel Report and letter attached. 346.1 Proposal: To approve letter agreeing to take on responsibilities for the Ouse Valley Way path Cllr SA confirmed that there is no commitment to any expenditure at this point.</p>	

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	<p>Proposal: Proposed by PS, seconded by SA, all in favour and it was RESOLVED that the letter is approved. Carried. <i>Note since meeting: Clerk sent the letter to County Council.</i></p>	
(2019-20) 347	<p>Allotments Advisory Group, Cllr S Studd Report attached. 347.1 Proposal: Record thanks to Peter Emeleus for his contribution to the work of the Allotments Advisory Group. PC thanked Peter Emeleus. Allotments Advisory Group is looking for volunteers. Proposal: Proposed by AHJ, seconded by SS, all in favour and it was RESOLVED to thank P Emeleus and seek volunteers. Carried.</p> <p>347.2 Proposal: Formal request to include the allotments hedges and communal area in the Handyman's work rota. Cllr SS will specify for the next meeting what needs doing and how often. A written description of works will be submitted. Decide at Nov PC.</p>	
(2019-20) 348	<p>The Buckden Cycle Route Advisory Group, Cllr E Scott Report attached. 348.1 Local Cycling and Walking Investment Plan (LCWIP) Proposal: That the Parish Council agree the LCWIP. Proposal: Proposed by AHJ, seconded by MH, all in favour and it was RESOLVED that Parish Council adopted the LCWIP. Carried.</p> <p>348.2 Cycle route to Hinchingsbrooke Proposal: That the Parish Council supports the proposal so that we can find out the likely costs and work to secure funding to implement it. Proposal: Proposed by ES, seconded by MH, all in favour and it was RESOLVED that Parish Council support the proposal. Carried.</p>	
(2019-20) 349	<p>Update on Neighbourhood Plan, Cllr A Howell-Jones 349.1 Verbal report on Consultation, Cllr M Hassall Cllr MH will re-circulate the consultation link. 349.2 Update on Plan, Cllr A Howell-Jones Consultations went well, lots of support received from residents. <i>Note since meeting: Buckden's Neighbourhood Development Plan 2019 – 2036 uploaded onto the PC website and can be accessed via http://buckdenparishcouncil.org.uk/ or directly via http://consultingyou.co.uk/buckden-neighbourhood-plan</i></p>	
(2019-20) 350	<p>Meeting with Village Hall Trust, Cllr S Ashwell Notes attached. 350.1 Proposal: To approve Terms of Reference for Buckden Parish Council and Village Hall Trust Liaison Group, Cllr S Ashwell Proposal: Proposed by SA, seconded by AHJ, all in favour and it was RESOLVED that ToR are approved. Carried.</p> <p>350.2 Proposal: To approve Joint Buckden Parish Council and Village Hall Trust Heads of Agreement 2019, Cllr S Ashwell</p>	

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	Proposal: Proposed by SA, seconded by AHJ, all in favour and it was RESOLVED that Heads of Agreement are approved. Carried.	
(2019-20) 351	Digital Communications Advisory Group, Cllr M Hassall No report.	
(2019-20) 352	Climate Change Mitigation Advisory Group, Cllr A Jones 352.1 Proposal: to install 2 Electric Vehicle charging points to Buckden through the Cambridgeshire County Councils, collective OLEV 75% grant. Maximum funding up to £7,500. The cost to PC yet unknown. Suggested to purchase lower power ones. It does not require any planning permission for 2 charging points. It was agreed that AJ should continue to explore the costs. AJ will bring costs to PC when finalised. It was suggested to add in the next year budget. 352.2 Proposal: To co-opt Natasha Marsh and John Davies to the Advisory Group. Carried forward to the next meeting.	AJ
(2019-20) 353	Nomination for Honorary Freeman/Freewoman of Buckden, Cllr M Hassall 353.1 Proposal: The Parish Council proposes to adopt a procedure to acknowledge those who have made a significant contribution to village life by exercising its powers to confer the title of "honorary freeman" or "honorary freewoman". PC like the concept but need more details on how the scheme will operate and how to launch it. 7 Cllrs voted in favour of the proposal, 2 Councillors voted against it. PC asked Cllr MH to finalise the criteria with the reasoning suggested so that the decision could be made.	MH
(2019-20) 354	To further consider Councillor Training, Cllr A. Howell-Jones, update Cllr training opportunities were circulated but there was no take up.	
(2019-20) 355	Correspondence received 355.1 Verbal report on wall at Hunts End and proposal for land adjacent to Copes Close, Cllr M Hassall The wall has been mended temporarily with metal straps. It is maintained, owned and is the responsibility of Shanning Investments who own the shops. The tree pushing the wall over is on the Copes Close Public Open Space (POS) currently owned by Kier. Cllr MH will continue to monitor the situation. <i>Clerk left the meeting at 9.55pm. Cllr AHJ took over the minutes.</i> 355.2 Update on Cambs and Peterborough Transport, Cllr A Howell-Jones PC will respond to the Cambs and Peterborough Transport Policy via the large Planning Group.	MH

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	<p>There was a public consultation event in the Library which was not well advertised. Large Scale Planning Committee agreed to collect all Cllrs ideas and put the report together ready for submission by 27 Sep 19.</p> <p>355.3 Southern Bypass Communication Events A14: To agree date and venue. PC agreed to support the Southern Bypass Event. VHT seem to be happy for this event to go ahead in the VHT car park. Cllr Cllr PS took over to organise the event. <i>Note since meeting: Suggested date is Wed 13 Nov 19.</i></p> <p>355.4 Consideration of request for purchase of land at Swan End. Information circulated prior to the meeting. Cllr Ashwell The PC would not support the purchase of land at Swan End on the grounds that it would create a potentially unacceptable precedent and that green space is a valuable part of the village environment.</p> <p>Christmas Lights This item was added to the Agenda. The letter from The Christmas Fair Committee seeking advice and financial support required an early response. Cllr BM agreed to talk to the organisers and find out if there are alternative sources of funding as this is not budgeted. PC Financial Officer Cllr SA will contact the Committee with a few questions.</p>	<p>Large Scale Planning Committee</p> <p>PS</p> <p>BM SA</p>
<p><u>EXCLUSION OF THE PUBLIC AND PRESS</u> 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.</p>		
<p>(2019-20) 356</p>	<p>Staffing Advisory Group Confidential Update. Cllr AHJ provided a brief update.</p>	
<p>(2019-20) 357</p>	<p>Date of the next meeting Tue 8 Oct 19 at 7.30pm at the Village Hall.</p>	

Meeting finished 10.05pm