

BUCKDEN PARISH COUNCIL

Minutes of the Buckden Parish Council Meeting held on 15th May 2018 at the Buckden Village Hall at 7.30pm

Present:

Councillor Cllr Hayward (Chairman)

Councillors: Mrs Burbidge, Carter, Emeleus, Mrs Millard, Moore, Mrs Scott, Sreaton, Mrs Shirley, Ms Underwood

County Councillor Downes and Mrs G West (Parish Clerk) and one member of the public

(2018-19) 1	<p>Election of Chairman. Cllr Mrs Shirley proposed Cllr Hayward for the position of Chairman. Seconded by Cllr Mrs Millard and agreed by all.</p>	
(2018-19) 2	<p>Apologies Apologies were received from Cllr Pye and Mrs Ashwell</p>	
(2018-19) 3	<p>Election of Vice-Chairman Cllr Hayward proposed Cllr Ms Underwood for the position of Vice-Chairman. Seconded by Cllr Mrs Shirley and agreed by all.</p>	
(2018-19) 4	<p>Meetings for 2018-2019 were agreed by all as:</p> <ul style="list-style-type: none"> 12th June 2018 10th July 2018 11th September 2018 9th October 2018 13th November 2018 11th December 2018 8th January 2019 12th February 2019 12th March 2019 9th April 2019 14th May 2019 (AMPC). <p>The date of the Annual Parish Assembly 2019 will be Tuesday 23rd April 2019, 7pm in the Millard Suite.</p>	
(2018-19) 5	<p>Application to join the Council There were three applications for co-option to the Council. Mrs A Howell-Jones, Mr H Masson and Mrs S Ashwell. The Council agreed to co-opt of all applicants. It was agreed that new Councillors would have mentors and were assigned the following mentors:</p> <ul style="list-style-type: none"> Cllr Masson will be mentored by Cllr Hayward Cllr Mrs Ashwell will be mentored by Cllr Mrs Shirley Cllr Mrs Scott will be mentored by Cllr Mrs Burbidge. 	TFH, FS & AB

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<p>(2018-19) 6</p>	<p>Parish Council Committees 6.1 The following committees were elected. Chairmen and shown in bold type: Allotments Committee Cllrs Emeleus, Screamton, Ms Underwood Buckden to Grafham Cycle Path Committee Cllrs Mrs Burbidge; Emeleus, Moore, Mrs Scott Cemetery Policy and Planning Committee Cllrs Mrs Howell-Jones, Mrs Millard, Mrs Shirley Finance Monitoring Committee Cllr Carter and all Committee Chairmen General Purposes Committee Cllrs Mrs Howell-Jones, Mrs Millard, Mrs Scott, Mrs Shirley Highways and Road Safety Committee Cllrs Mrs Burbidge, Mrs Howell-Jones, Moore, Screamton Quality and Neighbourhood Planning Committee Cllrs Hayward, Mrs Howell-Jones, Masson, Pye, Mrs Shirley Planning Committee Cllrs Mrs Ashwell, Masson, Mrs Millard, Moore, Pye, Screamton, Mrs Shirley Rights of Way and Trees Committee Cllrs Mrs Ashwell, Mrs Burbidge, Moore, Ms Underwood and village member Mrs Storey (Tree Warden) Staffing Committee Cllrs Carter, Hayward, Mrs Howell-Jones, Mrs Shirley Standing Orders Committee Cllrs Carter, Hayward, Mrs Millard, Moore, Mrs Shirley, Ms Underwood Transport Committee Cllrs Carter, Hayward, Masson</p> <p>6.2 Armistice Commemoration: It was agreed that Cllrs Carter, Mrs Shirley & Screamton would liaise with the PCC and report back to BPC.</p> <p>6.3 The delegation of powers to the Planning Committee were agreed.</p>	<p>IDC, FS, RS</p>
<p>(2018-19) 7</p>	<p>Parish Council Representation on Outside Bodies Representation on the following Outside bodies was agreed: A1 Safety Working Group Cllrs Hayward, Mrs Howell-Jones, Moore Buckden Parochial Charities Cllr Mrs Millard Buckden Quarry Liaison Group Cllrs Mrs Burbidge, Moore, Screamton, Ms Underwood CAPALC Matters Cllr Ms Underwood Ouse Valley Way Cllr Masson Roundabout Matters Cllrs Mrs Millard, Mrs Shirley VHT Trustee Cllr Masson The Clerk will inform each of the bodies of the BPC representative.</p>	<p>Clerk</p>

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<p>(2018-19) 8</p>	<p>Open Forum Cllr Hayward that in the future up to 3 minutes per person will allocated and items to be raised should be sent to the Clerk in writing in advance of the meeting.</p> <p>One member of the public had several items to be raised which included:</p> <ul style="list-style-type: none">• Hardwick & Taylors Lane; lack of inspection and running water on Hardwick Lane.• Hardwick Lane; Church Commission not taking responsibility for the hedge.• Hardwick Lane; footpath overgrown.• Brampton Road; poor state of repair. Highways England; lack of correct information.• A1 north layby; gullies blocked. <p>The Chairman assured the questioner that the matters would be either addressed by the Parish Council or referred to the relevant authority. Results would be fed back to the questioner.</p>	
<p>(2018-19) 9</p>	<p>Declarations of Interest There were none.</p>	
<p>(2018-19) 10</p>	<p>Minutes 10.1 The minutes of the meeting held on 10th April 2018 were agreed and signed.</p> <p>10.2 To resolve any actions arising from the minutes of the Parish Council meeting held on 10th April 2018.</p> <ul style="list-style-type: none">• Cllr Mrs Millard has been in communication with Buckden Bowls Club and offered advice.• Cllr Emeleus has written an article about the Allotments for The Roundabout	
<p>(2018-19) 11</p>	<p>County Council and District Councillor Reports 11.1 County Councillor Downes has circulated his report at the meeting. Further to his report County Councillor Downes informed the meeting that Brampton PC has agreed to share with BPC the up-front costs of the Privately Funded Highways Initiative for improvements to the cycle path from Buckden to Brampton (this is yet to be agreed by Buckden Parish Council).</p> <p>11.2 District Councillor Masson informed the meeting that he had officially taken up office on 11th May 2018 and was due to attend HDC to discuss committees on 16th May 2018.</p>	

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(2018-19) 12	<p>Finance</p> <p>12.1 The meeting was given the update to 30th April 2018</p> <p>12.2 Payments for sanction as at 15th May 2018 were agreed unanimously. Proposed by Cllr Hayward & seconded by Cllr Ms Underwood.</p> <p>12.3 The internal auditor for financial year 2018-19 was agreed unanimously as Valerie Seekings. Proposed by Cllr Hayward and seconded by Cllr Mrs Millard.</p> <p>12.4 The Proper Officer was confirmed as the Clerk.</p> <p>12.5 The Responsible Finance Officer was confirmed as the Clerk.</p> <p>12.6 Cllr Mrs Shirley proposed that Cllr Carter be the Chairman of the Finance Committee. Seconded by Cllr Moore and agreed by all.</p> <p>12.7 Signatories for banking purposes were confirmed as follows: Unity Trust: Cllrs Mrs Millard, Mrs Shirley & Carter. Cllrs Ms Underwood and Hayward to be added. Nat West: Cllrs Mrs Millard & Mrs Shirley. Cllrs Carter & Hayward and the Clerk to be added. Bank of Scotland: Cllrs Mrs Millard & Mrs Shirley. Cllrs Carter & Hayward & the Clerk to be added.</p> <p>12.8 The 2018/2020 pay scales were confirmed.</p> <p>12.9 The date of the next finance monitoring committee meeting was discussed; likely to remain as 5th June 2018.</p> <p>12.10 The following insurances and subscriptions were confirmed for the council year: to use Came & Co. Insurance Brokers for all insurance. Subscriptions: CAPALC, Cambs ACRE, CPRE, SLCC, Hunts Forum, NALC, Open Spaces, ICO. Proposed by Cllr Cater, seconded by Cllr Mrs Millard and agreed by all.</p> <p>12.11 The inventory of village property will be discussed at the June meeting of BPC.</p> <p>12.12 Cllr Mrs Shirley proposed that a gift be purchased for John Chase for the assistance he has given with the end of year accounts. Seconded by Cllr Hayward and agreed by all. Cllrs Ms Underwood queried when the new finance package will be in place; Cllr Carter responded that it is linked with issues with obtaining a new computer.</p>	<p>Clerk</p> <p>Clerk Clerk</p> <p>Clerk & IDC</p> <p>IDC</p> <p>Clerk</p> <p>FS</p> <p>IDC</p>
(2018-19) 13	<p>Planning Committee</p> <p>13.1 Cllr Mrs Shirley gave a verbal report of the Planning Committee meeting held on 24th April 2018.</p> <p>13.2 APPLICATION REF. 17/01336/FUL – refusal Cllr Mrs Shirley gave a verbal report of the Planning Committee meeting held on 8th May 2018. APPLICATION REF: H/05015/11/CW – concern APPLICATION REF. 18/00557/HHFUL - approval</p>	
(2018-19) 14	<p>General Purposes Committee</p> <p>14.1 Cllr Mrs Millard gave a verbal report which included the theft of the defibrillator on the High Street.</p> <p>14.2 Cllr Mrs Millard proposed that BPC accept the quotation from Wicksteed Leisure to repair the mechanism for the self-closing gate at the children's playground. Seconded by Cllr Mrs Shirley and agreed by all.</p>	<p>BM/Clerk</p>
(2018-19) 15	<p>Cemetery Committee</p> <p>15.1 Cllr Mrs Shirley had circulated her report (attached) in advance of the meeting. This included progress on the consecration of the cemetery, gravelling the cremated remains area and potential winter work for the handymen.</p> <p>15.2 Cllr Mrs Shirley proposed that the area around the cremated remains in the cemetery should be gravelled. Seconded by Cllr Mrs Millard and agreed by all.</p>	<p>Clerk</p>

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(2018-19) 16	<p>Highways and Road Safety Committee</p> <p>16.1 Cllr Screaton informed Council that the HRSC will look into the complaint about signage on Silver Street and will come back to BPC.</p> <p>16.2 Cllr Screaton informed Council that the HRSC will look into the complaint about shrubbery at the top of Silver Street going onto the A1. In addition, the Clerk will contact Cambs County Council about this matter.</p> <p>16.3 Cllr Screaton gave a verbal update on SpeedWatch which is entering phase 2. Cllr Screaton emphasised that SpeedWatch must take place in full daylight and that SpeedWatch does have a positive effect. The number of volunteers has been problematic to date. The next SpeedWatch training dates are 9th June and 14th July at Cambourne Police Station. Anyone interested in attending should contact Cllr Screaton in the first instance.</p> <p>16.4 Cllr Screaton gave a verbal update on the A14 Legacy Fund Bid, informing Council that the technical officer will be in contact with the Clerk within the next few months.</p> <p>Cllr Screaton left the meeting at 8.32pm</p>	<p>HRSC</p> <p>HRSC Clerk</p> <p>RS</p>
(2018-19) 17	<p>Rights of Way and Trees Committee</p> <p>Cllr Ms Underwood had circulated her report (attached) in advance of the meeting. In addition, Cllr Ms Underwood confirmed with Council that the RWTC may make purchases as previously agreed. Cllr Ms Underwood informed Council the Melanie Storey has volunteered to be Tree Warden and therefore proposed that she be accepted in this post and that BPC meet all training costs, and that she be co-opted to the RWTC. Seconded by Cllr Carter and agreed by all.</p>	
(218-19) 18	<p>Annual Plan for Buckden Parish Council</p> <p>Cllr Hayward suggested that the Council should have targets/aims to be achieved during the year and asked all Committees to make proposals to be discussed at the June meeting. Cllr Mrs Burbidge to be co-opted onto the Quality and Neighbourhood Planning Committee to provide advice when required.</p>	<p>All</p>
(2018-19) 19	<p>To consider general correspondence received and any responses and actions.</p> <p>Cllr Hayward informed Council that he would contact a resident regarding a complaint about the area near the allotments.</p> <p>Cllr Hayward urged new Councillors to attend training and that bookings must be made via the Clerk.</p> <p>Cllr Hayward informed Council that there was an Ouse Valley Trust conference proposed for on 22nd September and it was agreed that the Council should send a representative.</p> <p>Cllr Hayward reminded Council that the Annual Parish meeting will take place on Tuesday, 22nd May 2018 at BVH.</p> <p>The meeting closed at 8.50pm</p>	<p>TFH Clerk/SA/HM/ES</p> <p>All</p> <p>All</p>

Signed

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