

# 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 11 December 2018 at the Buckden Village Hall at 7.30pm

Present:

Councillor: Cllr T Hayward (Chairman)

Councillors: Cllrs J Moore (JM), M Hassall (MH), Mrs F Shirley (FS), Mrs B Millard (BM), Ms K Render (KR), Mrs E Scott (ES), Mrs C Underwood (CU), Mrs P Steel (PS), Mr M Williams (MW)

Clerk: Ms R Mimiene

County Councillor P Downes, and 1 member of the public

### MINUTES

|                  |  |   |
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| (2018-19)<br>138 | <p><b>Apologies</b><br/>To receive and accept apologies for absence.<br/>Cllrs H Masson, S Ashwell and A Howell-Jones sent apologies for absence. The Council expressed their regret that Cllr Masson had resigned and expressed the hope that he would continue to work closely with the Parish Council.</p>  |   |
| (2018-19)<br>139 | <p><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><br/>No requests to speak received by PC.</p>  |   |
| (2018-19)<br>140 | <p><b>Declarations of Interest</b><br/>To receive declarations of disclosable pecuniary and other interests, and the nature of those interests relating to items on the agenda.<br/>Cllr MH declared interest in Agenda item Finance 144.3 Payments for Sanction.</p>  |   |
| (2018-19)<br>141 | <p><b>Minutes</b><br/>141.1 To agree and sign the minutes of the Parish Council meeting held on 13 November 2018.<br/><b>Proposal: Proposed by BM, seconded by FS, all in favour and it was RESOLVED that the Minutes be accepted and signed as a true record of the meeting. Carried.</b><br/>141.2 To resolve any actions arising from the minutes of the Parish Council meeting held on 13 November 2018.<br/>All actions had been completed except 2018-19 125.3 the Advisory Working Group will report at January's meeting.</p>  |   |
| (2018-19)<br>142 | <p><b>County and District Councillor Reports.</b><br/>142.1 To receive report from County Councillor. Report attached.<br/>CC Cllr PD agreed to provide the contact details to Cllr MH re: Ouse Valley Trust. Working party formed of Cllrs AB and ES to put the letter together expressing concerns re: Hinchingsbrooke school admission issues and 'Aces Academies Trust'. Letter to be approved at Jan PC.<br/>142.2 To receive report from District Councillor. Report attached.<br/>Concerns were expressed about the lack of progress with the proposed 'short term' solutions to the problems on the A1 and about the condition of the surface of the A1 at the northbound exit from the roundabout and the poor state of the two Buckden underpasses. As there had not been a meeting of the A1 Safety Advisory Group since 12<sup>th</sup> July it was suggested that a meeting of this Group should be arranged for early next year so that the representatives of Highways England can update members from Buckden, Southoe and Diddington on latest developments and the possibility, or otherwise, of early action. For information members were reminded that Buckden's representatives are AH-J, JM and MW. It was agreed that the Chairman would write to the Chairman of the A1 Advisory Group.<br/>PC agreed to seek clarification on the report items 2 &amp; 3.<br/><i>CC Cllr PD leaves the meeting</i></p> | <p><b>PD<br/>AB, ES<br/>Chairman</b></p> <p><b>Chairman</b></p> |
| (2018-19)<br>143 | <p><b>Chairman's report</b><br/>143.1 To receive Chairman Terry Hayward's report – Report attached.</p>  |   |
| (2018-19)        | <p><b>Finance.</b></p>   |   |

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| <p><b>144</b></p>                      | <p>144.1 To receive Budget update as at 31 October 2018 and report on the current financial situation.<br/>Bank Reconciliation of all PC a/cs now carried for the period of 1.4.18 to 31.10.18.<br/>Note: The precept for 2019/20 has been submitted<br/>144.2 Roundabout receipts received direct to the bank – unable to reconcile correctly. Suggestion to include Ref No. when payments are made.<br/>Agreed by PC. Cllr FS will approach all advertisers.<br/>144.3 To Approve Payments for Sanction<br/><b>Proposal: Proposed by CU, seconded by BM, all in favour and it was RESOLVED that the payments are approved. Carried.</b><br/>144.4 To Approve CIL report on Income and Expenditure for 2017/18<br/>Previously PC received CIL income of £5,759.40 which was recorded as spent in the previous financial year. During 2017/18 no further CIL income received.<br/>Reported as £0.00.<br/>144.5 PC agreed to close one of two NatWest a/cs: suggested closing a current a/c. Agreed. Clerk to ask VH for the Solar Panels Loan repayment to be paid into Business a/c.</p> | <p><b>FS</b></p>   |
| <p><b>(2018-19)</b><br/><b>145</b></p> | <p><b>To Consider Planning Committee Report</b><br/><b>Chairman of the Planning Committee to report on the previous meetings of the last Planning meeting minutes</b><br/>1) Approval of Reserved Matters (including full details of the appearance, layout, scale and landscaping) in relation to the construction of 180 dwellings, demolition of the garage belonging to 24 Mayfield, highways, open space, play space, structural landscaping and all other associated infrastructure. Site Address: Land Off Lucks Lane And West And South Of The Osiers And Springfield Close Buckden. Reference: 18/02485/REM.<br/>Planning committee presented the recommendations. It was agreed that the Chairman would write a draft outlining the reasons for refusal and circulate it to all Councillors. When agreed the clerk to send to HDC.<br/><b>Proposal: Proposed by TH, seconded by FS, all in favour and it was RESOLVED that the above planning consultation is Refused. Carried.</b></p>   | <p><b>Chairman/Clerk</b></p>   |
| <p><b>(2018-19)</b><br/><b>146</b></p> | <p><b>Compliance Advisory Group, report attached, Cllr Underwood</b><br/>The group did not meet since the last meeting. Cllr CU is working on the issues raised.</p>  | <p><b>CU</b></p>   |
| <p><b>(2018-19)</b><br/><b>147</b></p> | <p><b>General Purposes Advisory Group</b><br/>Report from the Chairman of the Advisory Group Betty Millard attached.<br/>General Purposes recommends that the Council accept the quote No 2 to renovate the church paths at a total cost of £9,880 ex VAT.<br/><b>Proposal: Proposed by BM, seconded by JM, all in favour and it was RESOLVED that the Quote No 2 is approved. Carried.</b><br/>Regarding Christmas lights – meeting with contractor is set for Feb 19. A possible grant for Christmas lights is to be looked into.</p>   | <p><b>BM</b><br/><b>Group Clerk</b></p>  |
| <p><b>(2018-19)</b><br/><b>148</b></p> | <p><b>Cemetery Advisory Group, verbal report from Cllr Shirley</b><br/>Verbal report by Chairman of the group.</p>  |  |
| <p><b>(2018-19)</b><br/><b>149</b></p> | <p><b>Highways and Road Safety Advisory Group</b><br/>149.1 Application for LHI for Perry Road to be considered by CCC Highways on 10 Dec 18, outcome Cllr T Hayward<br/>Chairman TH and Rick Sreaton attended the event and presented the PC case. The results will be announced in Apr 19.<br/>149.2 Mill Road Zebra Crossing – Outcome. Cllr John Moore.<br/>Highways informed re: works to be carried to the tree on the Green.<br/>149.3 Local Winter management Plan: To review the plan.<br/>Ongoing.<br/>149.4 Chairman proposes that Advisory Group be asked to carry out full survey of roads and pavements by end of Feb 2019</p>  | <p><b>Chairman</b><br/><br/><br/><br/><br/><br/><br/><br/><br/><br/><b>All</b></p> |

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|                                | <p>It was agreed to carry the survey by the end of Mar 19.<br/>Suggested to take photos as it is always useful for the Highways. Cllr AB will forward last year's document.<br/>Chairman will check if Rick Screamton is happy to stay on the group after his resignation from PC.<br/><i>Note since meeting: It was confirmed after the meeting that he would be prepared to be co-opted onto the Advisory WG.</i></p>  | <p><b>AB</b><br/><b>Chairman</b></p> |
| <b>(2018-19)</b><br><b>150</b> | <p><b>Rights of Way and Trees Advisory Group</b><br/>150.1 Written report from Cllr Caroline Underwood<br/>The group is working on the circular route. Sent for quotations.</p>  | <p><b>ROW and<br/>Trees AWG</b></p>  |
| <b>(2018-19)</b><br><b>151</b> | <p><b>Allotments Advisory Group, report attached.</b><br/><b>151.1 Proposals for Parish Council. Cllr CU proposed:</b><br/>That Peter Emeleus is co-opted onto the allotments working group.<br/><b>Proposal: Proposed by CU, seconded by TH, all in favour and it was RESOLVED that Peter Emeleus is co-opted onto the allotments working group. Carried.</b><br/>Successful store at the Village Christmas Lights fair. 1 new allotment holder came forward.<br/>It was suggested to hire a rotavator and clear a few plots, priority to the No 15 as that is the one to be located to the new tenant.<br/><b>Proposal: Proposed by CU, seconded by PS, all in favour and it was RESOLVED to hire a rotavator for around £50 as advised by PC groundstaff. Carried.</b><br/>Clerk to instruct groundstaff.</p> | <p><b>Clerk</b></p>                  |
| <b>(2018-19)</b><br><b>152</b> | <p><b>Report to Buckden Parish Council on Quarry Liaison Meeting Paxton Pits 9<sup>th</sup> November 2018, Cllr Underwood</b><br/>Cllrs JM and CU attended the meeting. The Chairman noted that there were several errors in the report and minutes.<br/>Next meeting is a walk meeting.</p>   | <p><b>CU<br/>JM</b></p>              |
| <b>(2018-19)</b><br><b>153</b> | <p><b>The Buckden Cycle Route Advisory Group</b><br/>Group did not meet. Waiting for the results on A14 application. Will hear back in Jan 19.</p>   |                                      |
| <b>(2018-19)</b><br><b>154</b> | <p><b>Neighbourhood Plan Advisory Group</b><br/>154.1 Neighbourhood Plan - verbal update by Chairman<br/>Report attached. 17 invitations were sent to local businesses, 2 responses received, but no members of the public attended the meeting. NP questionnaire's results will be analysed.</p>  | <p><b>All</b></p>                    |
| <b>(2018-19)</b><br><b>155</b> | <p><b>Transport Advisory Group</b><br/>155.1 PC Chairman wrote to MP on behalf of PC requesting an update on how his discussions with fellow MPs representing constituencies.<br/>Chairman wrote to MP. A hard copy also sent. All covered under Chairman's report.<br/>155.2 Chairman will report on the required work on the roundabout.</p>   | <p><b>Chairman</b></p>               |
| <b>(2018-19)</b><br><b>156</b> | <p><b>Staffing Advisory Group</b><br/>No update.</p>   |                                      |
| <b>(2018-19)</b><br><b>157</b> | <p><b>Website</b><br/>The Parish Council Webpage, in progress<br/>Cllr MH is working on the terms of reference. Issues with PC emails, office equipment and antivirus. It was agreed that his TORs should cover all aspects of Council Communications.</p>   | <p><b>MH</b></p>                     |
| <b>(2018-19)</b><br><b>158</b> | <p><b>Councillor Training</b></p>  |                                      |

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|                                 | <p>158.1 The Chairman would like a general discussion on the adequacy or otherwise of the training given to Councillors and to seek the Council's view on how this might be improved. This item is brought forward from Nov PC.<br/>It was agreed that this would be considered at the proposed 'away day'.</p>   |  |
| <p><b>(2018-19)<br/>159</b></p> | <p><b>Future aims of the Council</b><br/>159.1 The Chairman proposed at Nov PC that the Council arranges an informal 'away day' in the new year in order to discuss and agree the future policies and aims of the Council. This would probably take the form of an afternoon session, with tea, probably in Village Hall. It was agreed that the meeting should be held in February so that the preliminary results of the Neighbourhood Plan Survey would be available. CU agreed to circulate all councillors to ascertain the most convenient timing and date for the meeting.</p> | <p><b>Cllrs<br/>Clerk</b><br/><br/><b>CU</b></p> |
| <p><b>(2018-19)<br/>160</b></p> | <p><b>Co-Option of new Councillor</b><br/>There is 1 vacancy of the parish council. PC has approval to co-opt.<br/>1 interested party submitted a request to become a Councillor.<br/><b>Proposal: Proposed by FS, seconded by AB, all in favour and it was RESOLVED to co-opt Orrin James to the Council. Carried.</b><br/><br/>A notification re: resignation received from Cllr H Masson. HDC informed, Notices on the PC notice boards and the website.<br/>Chairman will write a thank you letter to Cllr HM.</p>  | <p><b>Chairman</b></p>                           |

Next Parish Council meeting is on Tue 15 January 2019.

Approved.....

Date: .....