

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 12 February 2019 at the Buckden Village Hall at 7.30pm

Present:

Councillor: Cllr Hayward (Chairman)

Councillors: Cllrs M Hassall, Mrs F Shirley, Mrs B Millard, Ms K Render, Mrs E Scott, Ms C Underwood, Mrs P Steel, Mrs S Ashwell, Mrs A Burbidge, Mrs A Howell-Jones, Mr M Williams and O James

Clerk: Ms R Mimiene

CC Cllr P Downes, HDC Cllr H Masson

9 members of the public

(2018-19) 184	<p>Apologies To receive and accept apologies for absence. Apologies for absence received from Cllrs J Thelwall and J Moore.</p>	
(2018-19) 185	<p>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.</p> <p>Speaker 1: Parent governor from Buckden Primary School raised concerns in relation to parking around the school. These were: parking on pavements, across driveways and by the crossing area outside the school. It was also noted that the PCO was not able to monitor the area regularly. The Governor highlighted the possibility of a serious accident occurring. She was seeking support from the Parish Council to put in place measures to improve the safety for children as they enter and leave the school. The Chairman and other Councillors noted the concerns and referred the matter to the Highways and Road Safety Advisory group.</p> <p>Speaker 2: Raised issues in relation to cycling in the village. In particular the fact that she had raised her concerns about the safety of cycling in Silver Street previously and as, yet was not aware of any action. Councillors reported: that the issue had been raised with the County Council through the required reporting mechanism and that the CC showed the issue as actioned even though it is clear it has not yet been addressed. Cllr AB also reported that foliage in front of the sign in the opposite direction had been cleared so it was more visible. PC agreed to ask the Highways and Road Safety Advisory group to look at the matter again. Resident asked again that the PC should consider installing a cycle rack in High Street. Cllr BM explained that the Council had asked through the Roundabout for residents' views on this and there had been no response.</p> <p>Speaker 3: Noted that reports produced with the Agenda are now available on PC website. He thanked the Council for that and asked that the fact that the papers are available be publicised in the Roundabout.</p>	<p>Highways and Road Safety Grp</p> <p>Highways and Road Safety Grp</p>
(2018-19) 186	<p>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 MH declared interest in Agenda item 191.4 Payments for Sanction, expenses claim.</p>	
(2018-19) 187	<p>Minutes 187.1 To agree and sign the minutes of the Parish Council meeting held on 15 January 2019. 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.</p> <p>187.2 To resolve any actions arising from the minutes of the Parish Council meeting held on 15 January 2019: 164.2 Chairman had spoken to Cllr JM who has asked for leave of absence from the PC for 3 months due to family commitments. This was noted by PC.</p>	

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	<p>171 GP – Christmas lights grant applications – ongoing. 173 Cllr OJ has joined the Highways and Road Safety Advisory group. 179 Digital Communications Advisory group had met, and a report is submitted to PC for consideration. 180 Letter to Hinchingsbrooke School re: new admissions policy was written by Cllr ES, signed by the Chairman and delivered by the Clerk to the appropriate person 181 Trustee for the VH trust information on the responsibilities were circulated by the Clerk. A PC has volunteered to be nominated. 182 Royal Garden Party – Cllr FS was nominated. The Chairman wrote a letter of support and the Clerk submitted it to CAPALC. 183 PC Co-opted a new member – Cllr JT joined PC but sent apologies for tonight's meeting.</p>	
(2018-19) 188	<p>County and District Councillor Reports. 188.1 To receive report from County Councillor. Report attached to the Agenda. CC Cllr PD noted that the issues raised about road safety by Speakers 1 and 2 are CC issues. He offered to meet with them and will include the PC Highways and Road Safety Advisory Group in further correspondence. The concerns in relation to the Offord level were raised. Cllr PD received Network Rail response which is not helpful. Additional info on level crossing will be produced by Cllr MW. 188.2 To receive report from District Councillor. Report attached to the Agenda. Cllr HM reported that HDC planning department was not very helpful in relation to the concerns PC raised re: Silver Street Development Application. The potholes on A1 Roundabout were reported but the feedback from the contractor was that the damage was not worth repairing. <i>Cllr PD left the meeting</i> HDC Cllr HM agreed to share information on Social Inclusion and Local Hub in writing. PC are awaiting for the updates from HDC Cllr HM. <i>1 member of the public left the meeting</i></p>	<p>MW HM</p>
(2018-19) 189	<p>Chairman's report 189.1 To receive Chairman's report – report attached to the Agenda. Thanks were expressed to the Chairman for pursuing the TTRO application regarding the closure of Luck Lane and Stirtloe Lane.</p>	
(2018-19) 190	<p>Councillor Email addresses and Committees & Advisory groups 190.1 To further consider Email addresses and Advisory groups The aim is for all Cllrs to have 'Buckden PC' email addresses. Only Cllrs PS, KR, MW and FS still needed to be set up. A volunteer will support them with this.</p>	
(2018-19) 191	<p>Finance. 191.1 To receive Finance Advisory Group Report and note Bank Balances. Bank balances: Bank of Scotland: balance as at 31 Jan 19 £17,638.06. NatWest: balance as at 31 Jan 19 £79,471.77 Unity Trust: balance as at 31 Jan 19 £43,876.93 Accounts including Cashbook for all PC a/cs up to 31 Jan 19 will be finalised and circulated to PC after the meeting. There will be an imbalance in the Petty Cash which PC approved. <i>Note since meeting: Accounts including Bank Reconciliation of all PC a/cs, Budget Comparison and Financial Summary presented to PC on 13 Feb 19.</i> MOTION 1: The Council is asked to consider and support the following timetable for revision and use of headings and sub-headings in the Edge eFinance system:</p>	

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	<ul style="list-style-type: none">February 2019 - Request for Council agreement to principles for budget recording and reportingMarch 2019 - RFO & Chairman of Finance Advisory Group to seek agreement of group/committee chairmen to revised Edge eFinance system headings/subheadings; adjustments to be made based on feedbackApril 2019 - RFO & Chairman of Finance Advisory to advise full council of 2019/20 budget structureMay 2019 - RFO to make first report to full Council using new budget structure for Payments for Sanction <p>Proposal: Proposed by SA, seconded by AB, all in favour and it was RESOLVED that the Motion 1 is approved. Carried.</p> <p>MOTION 2: To enable optimal use of the Edge eFinance system the Clerk/RFO and Chairman of the Finance Advisory Group would like to attend the supplier's end of year seminar on 11th March showcasing new features and where the facilities in the system can be explored in detail. The Council is requested to consider authorising the £160 cost of this course, and time away from the office for training for the Clerk, as recommended by the Finance Advisory Group.</p> <p>Proposal: Proposed by SA, seconded by AHJ, all in favour and it was RESOLVED that the Motion 2 is approved. Carried.</p> <p>191.2 To note that a VAT claim for the period 1 Apr to 30 Oct 18 for £2,575.32 now submitted HMRC on 24 Jan 19. Noted.</p> <p>191.3 To approve Councillor and Clerk Training. Approved under Motion 2 above.</p> <p>191.4 To Approve February 2019 Payments for Sanction. Proposal: Proposed by BM, seconded by AB, all in favour and it was RESOLVED that February payments as circulated to PC with the Agenda are approved. Carried.</p>	
<p>(2018-19) 192</p>	<p>To Consider Planning Committee Report Planning committee met tonight prior to the PC meeting. Chairman presented the planning applications discussed tonight.</p> <p>1) Proposed Main Modifications 2018 will be available for you to view and comment between the following dates: Start date: 10/12/18 17:00 End date: 29/01/19 17:00 – received 10 Dec 18 http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/pmm2018/pmm2018_1 <i>PC comments submitted on 29 Jan 19:</i> The fact that Buckden is a Key Service Centre Key should mean that development is still commensurate with the scale of the village, its character and its sustainability. A total of approximately 450 dwellings are allocated for Buckden. In contrast, St Ives, which is a larger and much more sustainable settlement, contains only three allocations which would deliver approximately 480 dwellings. Large growth would not only put more pressure on services and infrastructure, but without jobs in Buckden and a decent public transport or cycling offer, push more people into cars increasing climate change and air pollution. We continue to regret the plan to develop Silver Street in spite of the good and compelling evidence we gave to 'Inspector'. We are particularly concerned about the negative effect that the proposed development will have on traffic within the village, particularly Silver St, and on all exits from the community, particularly the roundabout on the A1 and the railway crossing at Offord.</p> <p>2) Habitats Regulations Assessment will be available for you to view and comment between the following dates: Start date: 10/12/18 16:30 End date: 29/01/19 17:00 – received 10 Dec 18 http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/pmm2018/hra2018/habitats_regulations_assessment</p>	

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	<p><i>No PC comments</i></p> <p>3) Proposed Main Modifications Sustainability Appraisal will be available for you to view and comment between the following dates: Start date: 10/12/18 17:00 End date: 29/01/19 17:00 – received 10 Dec 18 http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/pmm2018/pmmsa2018/proposed_main_modifications_sustainability_appraisal</p> <p><i>No PC comments</i></p> <p>4) Application from Church Commissioners re; Silver Street 18/02753/OUT – the Chairman proposed that the attached response recommending Refusal to HDC be approved.</p> <p>Subsequent to the report attached to the agenda there was an amendment to the recommendation. The Chairman withdrew the response he submitted and asked Cllr MH to present the amended response.</p> <p>Proposal: Proposed by MH, seconded by TH, all in favour and it was RESOLVED that the PC recommend Refusal for the above planning application and that the detailed reasons for this recommendation prepared by MH be sent to HDC. Carried.</p> <p>PC expressed thanks to the resident who worked on the traffic report for the Silver Street application and submitted the information to the PC. A small gift will be purchased to thank the individual. Cllr AHJ will action this.</p> <p>PC agreed to prepare a draft Press Release by the end of the next week. Cllrs AHJ, AB, MH, OJ and HR formed a working group.</p> <p>Proposal: Proposed by CU, seconded by TH, all in favour and it was RESOLVED that the Press Release is to be written and that the working group explore ways of publicity that the Council could use. Carried.</p> <p>1 member the public expressed the wish to join the group. Other residents also offered their help with publicity. All ideas to be fed to Cllr MH and AB.</p> <p><i>5 members of the public left the meeting</i></p>	
(2018-19) 193	<p>Compliance Advisory Group, report attached, Cllr Underwood</p> <p>Proposals for Parish Council:</p> <p>1 person left the meeting</p> <p>To adopt the attached Terms of Reference for those appointed to external groups.</p> <p>To adopt the attached House style for all Parish Council documentation.</p> <p>To adopt the attached Health and Safety policy.</p> <p>Proposal: Proposed by CU, seconded by BM, all in favour and it was RESOLVED that the Proposals listed above are approved. Carried.</p>	
(2018-19) 194	<p>General Purposes Advisory Group</p> <p>Verbal Report from the Chairman of the Advisory Group Betty Millard.</p> <p>Work on the Church path will be carried out later than expected due to the weather conditions.</p>	
(2018-19) 195	<p>Cemetery Advisory Group, verbal report from Cllr Shirley</p> <p>Verbal report. The project in the ashes area is progressing. The Council is still waiting for the quote for the fencing. Meeting of the group set for 11 Mar at 10am at the VH</p>	
(2018-19) 196	<p>Highways and Road Safety Advisory Group</p> <p>196.1 Application for LHI for Perry Road to be considered by CCC at the next H&CI Committee meeting on 12 March 19. Following this PC will be contacted by a member of the Cambridgeshire Highways team to confirm whether PC bid has been successful or not. Cllr SA noted that PC contribution for this project if successful is in PC reserves</p> <p>196.2 Mill Road Zebra Crossing</p> <p>Rick Screaton reported that Balfour Beatty are installing the beacons week commencing 18 Feb 19. There may be some disruption to pedestrians during these works and to vehicles while the road markings are laid. R Screaton is trying to include a power supply</p>	

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	<p>for the Christmas lights to be included in the work. The path to the new bus stop position is unfortunately out of scope and this will be considered by the PC in due course.</p> <p>196.3 Local Winter management Plan: PC agreed that mention of the BPC endeavouring to grit certain areas should be removed. Salt bins are installed for the public use and the grit is refilled by CC Highways.</p> <p>Proposal: Proposed by TH, seconded by OJ, all in favour and it was RESOLVED that subject to the removal of the mention of endeavouring to grit, the Winter Management Plan was approved. Carried.</p> <p>It was also reported that the chicane/damaged bollard at the end of Greenway junction to Mill Road has not been replaced. Clerk to report.</p> <p><i>Note following the meeting: The broken bollard reported on CCC highways online reporting system on 15 Feb 19.</i></p>	Clerk
(2018-19) 197	<p>Rights of Way and Trees Advisory Group, Cllr C Underwood</p> <p>Report attached.</p>	
(2018-19) 198	<p>Allotments Advisory Group, Cllr C Underwood</p> <p>Verbal Report. The group had met.</p> <p>To note the rent increase letter received from Savills Jan 19: The current rent of £450.00 per annum be increased to £485.00 per annum with effect from 6 Apr 2019. Noted.</p>	
(2018-19) 199	<p>The Buckden Cycle Route Advisory Group, Cllr A Burbidge</p> <p>The proposal: That BPC agreed to take up the grant offer of £9000 from the A14 Legacy Fund to fund an LCWIP (Local Cycling and Walking Investment Plan) and a detailed feasibility study of the route past Brampton Wood to Grafham Water and give delegated authority to Cycle Route Advisory Group to spend the funds as outlined in the bid. Cllr AB will seek for 3 quotes for consultancy support.</p> <p>Proposal: Proposed by AB, seconded by MH, all in favour and it was RESOLVED that the proposal is accepted. Carried.</p>	AB
(2018-19) 200	<p>Transport Advisory Group</p> <p>Included in Chairman's Report.</p>	
(2018-19) 201	<p>Staffing Advisory Group</p> <p>There was no formal report. Cllr AHJ explained that the Staffing Advisory Group is working on the review of the Staff contracts.</p>	
(2018-19) 202	<p>Digital Communication Advisory Group. Website makeover and upgrade, Cllr M Hassall to report.</p> <p>To co-opt a volunteer Dave Duncan to the Digital Communication Advisory group.</p> <p>Proposal: Proposed by MH, seconded by AHJ, all in favour and it was RESOLVED that D Duncan is co-opted to the group. Carried.</p> <p>The group proposed that the Parish Council give approval for 'due diligence' of the Web Master offer to upgrade the existing website.</p> <p>The group to report on the feedback at the next meeting.</p> <p>Proposal: Proposed by MH, seconded by CU, all in favour and it was RESOLVED that the proposal is approved. Carried.</p> <p>The group is working to secure the data kept by Cllrs.</p>	MH
(2018-19) 203	<p>To Nominate a Trustee for VHT</p> <p>Chairman to propose that Cllr P Steel be confirmed as a Trustee to the VHT.</p> <p>Proposal: Proposed by TH, seconded by BM, all in favour and it was RESOLVED that Cllr P Steel is confirmed as a Trustee to the VHT. Carried.</p> <p>It was agreed that the Chairman would write a brief history of the Village Hall and VHT.</p>	Clerk Chairman

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(2018-19) 204	Update on Neighbourhood Plan, report attached, Cllr A Howell-Jones A written report attached. 23 Apr 19 Annual Parish Meeting – update will be provided on NP.	
(2018-19) 205	Date of the next meeting Tuesday 12 March 2019 at 7.30pm at the VH	

PC Meeting finished 9.15pm

Next Parish Council meeting is on Tue 12 March 2019.

Approved.....

Date: