

**Bucknell Parish Council****Meeting Minutes of the Parish Council Meeting held on 11 July 2022 at 7:30pm at the Village Playing Field****Councillors Present** Cllr Chris Wells (CW), Cllr Derek Hedges (DH) and Cllr Alexander Bowden (AB)**In Attendance** Cllr Donna Ford (DF), parishioners (Mrs Ashe, Mrs Wallington, Mrs H Lawson, Mrs Van Diemen, Mr Johnson, Mr Alcock, Mr Wainman)**Absent** Cllr Lee Peck (LP)

No	Item	Note	Outcome	Action By
1	To receive apologies for absence	Cllr Ian Corkin apologies received		
2	Requests for Dispensations, Declarations of Interest, Gifts and Hospitality	Cllr Bowden as a riparian owner and a neighbour of the Trigger Pond and Stan's land. Cllr Hedges as a riparian owner		
3	Co-option of Councillors	Two Councillor vacancies are available to be filled by co-option. A third position is going through the notice period at the moment prior to co-option being possible later in July.	Mr James Alcock indicated his willingness to be co-opted to the council. MOTION to co-opt Mr Alcock was proposed by AH and seconded by CW. RESOLVED to co-opt Mr Alcock to the Council  Mr Richard Johnson indicated his willingness to be co-opted to the council. MOTION to co-opt Mr Johnson was proposed by AH and seconded by CW. RESOLVED to co-opt Mr Johnson to the Council  Cllr's Alcock and Johnson were formally welcomed to the Council and adopted their positions for the remainder of the meeting. Both completed the Acceptance of Office and Declaration of Interest forms.	
4	Previous Meeting Minutes	Minutes from the meeting dated 22 June were reviewed and confirmed as an accurate record of that meeting.	RESOLVED to accept the minutes. Signed and approved by CW	
5	Report from District and County Councillors	DF actively contributed to the meeting and actions were agreed through the course of the meeting Notes from IC provided prior to meeting are appended to these meeting minutes		

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6	Clerk Position	<p>Job description has been prepared and has been circulated to the Bucknell email mailing list and posted on the village website.</p> <p>AB has contacted local clerks to see if any would be interested in adding Bucknell to their scope - no responses received.</p> <p>CW posted vacancy on village website and facebook pages - no responses received.</p> <p>CW posted advert on OALC website - no responses received.</p>	RESOLVED to pay for advert on SSLC website	CW

7	Finance	<p>Invoices and payments approved for payment as presented in agenda and detailed below</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Date</th> <th>Description</th> <th>Detail</th> <th>Debit</th> <th>Year End</th> <th>Cheque No or BACS</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>27-Jun-22</td> <td>Information Commission</td> <td></td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>40</td> </tr> <tr> <td>2</td> <td>11-Jul-22</td> <td>Clerk Salary</td> <td>Cheque Lost</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>1602.1</td> </tr> <tr> <td>3</td> <td>01-Jul-22</td> <td>Village Hall Hire (21/22 - 4 meetings)</td> <td></td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>200</td> </tr> <tr> <td>4</td> <td>05-Jun-22</td> <td>Jubilee</td> <td>Donation</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>250</td> </tr> <tr> <td>5</td> <td>01-Jul-22</td> <td>Website</td> <td>Domain</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>100.64</td> </tr> </tbody> </table> <p>Bank account Mandate Change has finally been implemented. Signatories on the account are CW, AB and DH. Official complaint to Barclays has been made regarding their ineptitude - no response yet other than a letter to say they are delayed in responding.</p> <p>Bank Accounts:</p> <p>As of 10 July 2022, the bank balances were as follows:</p> <p>Community Account :: £24,460.74 Savings Account :: £1,334.46</p> <p>Transactions since last meeting are as follows:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Description</th> <th>Detail</th> <th>C/D</th> <th>Year End</th> <th>Cheque</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>27-Jun-22</td> <td>Old Play Field</td> <td>Rent Payment</td> <td>Credit</td> <td>Mar-23</td> <td></td> <td>500</td> </tr> </tbody> </table>	No.	Date	Description	Detail	Debit	Year End	Cheque No or BACS	Amount	1	27-Jun-22	Information Commission		Debit	Mar-23	BACS	40	2	11-Jul-22	Clerk Salary	Cheque Lost	Debit	Mar-23	BACS	1602.1	3	01-Jul-22	Village Hall Hire (21/22 - 4 meetings)		Debit	Mar-23	BACS	200	4	05-Jun-22	Jubilee	Donation	Debit	Mar-23	BACS	250	5	01-Jul-22	Website	Domain	Debit	Mar-23	BACS	100.64	Date	Description	Detail	C/D	Year End	Cheque	Amount	27-Jun-22	Old Play Field	Rent Payment	Credit	Mar-23		500	RESOLVED to pay invoices and payments	CW
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		<p>Bank account Mandate Change has finally been implemented. Signatories on the account are CW, AB and DH. Official complaint to Barclays has been made regarding their ineptitude - no response yet other than a letter to say they are delayed in responding.</p>	New Councillors (JA and RJ) to be added to mandate once AB is fully set up to approve payments																																																															

8	Village Matters			
	a. Thames Water and b. Ardley Incinerator	Change of ownership of land at Ardley Landfill. Viridor have sold their interests to Valencia Waste Planning. They will manage the quarries (are talking about reintroducing landfill) and will also operate the Ardley Recycling Waste facility. As the new owners, the waste effluent coming from the site through Bucknell (and so impacting on Thames Water)	RESOLVED to maintain a watching brief re: i) the performance of the sewer system when significant rainfall is experienced; and, ii) monitor the situation re availability of Land Fill Tax Credits	DF - to request map of drainage / sewer system of Bucknell from OCC / Thames Water

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	b. Ardley Incinerator	Consultation is underway to increase the tonnage to be processed at the site per year.	RESOLVED to OBJECT to the application	AB
	c. Valencia	Spin-off company created from Viridor. Public consultation to begin on Thursday 14 July (public meeting on 14 July in Ardley) where they will showcase their plans to reopen Landfill operations	Attendance at Public Meeting.  Subsequent consideration of responses to the consultation - close date is end of August, so this needs to be done prior to next Council meeting	DH / RJ
	d. Traffic Calming	Application is with OCC	Determine latest status of 20mph application.  Following meeting, DF has provided info to show Bucknell is planned to have 20mph implemented by November 2022	DF
	e. Trigger Pond parking and associated issues	Mrs Wallington wrote to the council expressing concerns over parking by visitors to the Trigger Pond as well as abuse directed at parishioners by those visitors when asked to park more considerately	Noted that the power of the Parish Council is limited in terms of actions that can be taken.  Abuse (in whatever form) must be immediately reported to the police.  Regarding parking and any preventative measures that can be taken, visit by OCC Highways to be organised.  Following the meeting DF has arranged for Highways Officer to visit either on 2 or 4 August to advise  View to be gathered on whether the concerns raised represent a public nuisance and whether it is appropriate to approach the licensing authority	DF
	f. Hawkwell Village	Now that the new planning committee has been defined, communicate with them and invite to attend the site.  Planning committee now not expected before the autumn.	RESOLVED to write to the committee  Alert of meeting date as soon as known  Convene the working group (Adrian Langdale, John Kightley, Chris Wells) prior to next meeting to agree next steps and communication plan	AB  DF  CW
	g. Operation London Bridge		RESOLVED to work with the Church to ensure a coordinated plan is in place as and when needed	AB
	h. Dog Waste Bin	Replacement dog waste bin to be located in the same area as the previous bin agreed	RESOLVED to purchase bin and arrange for installation  Advise of supplier used by BTC	CW  DF

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	i. Vegetation growth	Reported by Mrs Wallington that there is vegetation on the bend by the Trigger Pond that is growing into the road.	Such incidents should be reported on fixmystreet.com. If the responsibility to maintain is with a land / property owner, then the appropriate authority will write to the owner in question asking for the work to be carried out. If the work is not done, the authority will perform the work and invoice the owner accordingly	
8	Planning	Firethorn Developments	RESOLVED to OBJECT	AB
		Baynards green	RESOLVED to OBJECT	AB
		Rail Freight Terminal at Ardley	RESOLVED to OBJECT - once official application is in place. To be advised if consultation is planned for Bicester	DF
		Proposal to ask a Parishioner to assess planning applications that may be received and to make recommendation to the council on the response that it should make to CDC	RESOLVED to ask Mr Ian Shirvell to adopt this role and to appoint RJ as his liason with the Council on planning matters	CW
9	Financial Year Reporting 2021-2022	Financial Statements for the last fiscal period were presented to the Council for inspection and approval		
	a. Availability of documents and Elector Rights	Elector Right notice has been posted and remains in place until 3 August 2022.		
10	Internal Audit Report	Urgent items for follow up from the report are:	Further review of the proposed Standing Orders to take place by the end of August so that a formal decision to adopt can be made at the September meetings	All
			Further review of Financial Regulations to take place by the end of August so that a formal decision to adopt can be made at the September meeting	All
11	Code of Conduct	New Councillor Code of Conduct has been published	Parish Council appropriate version is required. A version from OCC is being sought for consideration	DF
12	Council Business by Email	Question was raised whether Councillors and the Clerk should have an official PC email address to use for PC business, rather than using private email accounts	RESOLVED to establish PC email accounts	CW
13	New Councillor	We currently have a vacancy for one councillor. Co-option opportunities to be sought for the next meeting	Co-option is now possible (13 July)	CW
14	Councillor absence	LP has been absent from meetings since 22 March. As of 22 September, LP will automatically cease to be a Parish Councillor (Local Government Act 1972, s 85(1) and (2) if any further meetings that held before 22 September are not attended	Write to LP to ask for intentions.	CW

No	Item	Note	Outcome	Action By
15	Items for next meeting	To be submitted to clerk email address no later than 26 August 2022		
16	Next meeting	Monday 12 September - 7:30pm - Bucknell Village Hall		

<p data-bbox="114 411 181 440">Signed</p>  <p data-bbox="114 517 602 529">_____</p>	<p data-bbox="1352 411 1406 440">Date</p>  <p data-bbox="1352 517 1964 529">_____</p>
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