

BUCKLAND PARISH COUNCIL

Annual Meeting of Buckland Parish Council

On Monday 12th May 2025

at Buckland Village Hall

PRESENT: Jon Sainsbury (Chair), Cllr Carole Paternoster, Cllr Heather McKenna, Cllr Huseyin Caglayan, Cllr Fiona Livingston, Jane Lewis (Clerk).

Rachel Critchell and Buckinghamshire Cllr Mike Collins were also in attendance.

APOLOGIES: Buckinghamshire Cllr Steve Bowles.

There was one member of the public in attendance.

At the start of the meeting a presentation was made to Nigel Hayward who had stood down as Chair of Buckland Parish Council in March. Cllr Sainsbury thanked Nigel for all his hard work over the years. Nigel thanked the Parish Council for the unexpected gift and all their support.

25.70 Election of Chairman for 2025-2026

Cllr Jon Sainsbury was nominated by Cllr Carole Paternoster and seconded by Cllr Huseyin Caglayan for the position of Chairman of the Parish Council for the ensuing year. There were no further nominations and Cllr Sainsbury was unanimously elected Chairman. He then accepted the position and took the chair.

25.71 Election of Vice Chairman

Cllr Carole Paternoster was nominated by Cllr Huseyin Caglayan and seconded by Cllr Jon Sainsbury for the position of Vice Chairman of the Parish Council. Cllr Paternoster was elected unanimously.

25.72 Acceptance of Office for Councillors

Cllr Jon Sainsbury, Cllr Carole Paternoster, Cllr Huseyin Caglayan, Cllr Heather McKenna, Cllr Fiona Livingston, all accepted the roles of Councillors for Buckland Parish Council. Clerk Jane Lewis witnessed their acceptance of office documents.

25.73 Co-Option of Cllr Rachel Critchell

Rachel Critchell was proposed by Cllr Carole Paternoster and seconded by Cllr Heather McKenna and co-opted onto Buckland Parish Council.

25.75 Declarations of interest

There were no declarations of interest.

25.76 Open Forum

A member of the public attended the meeting to raise concerns regarding the continuing speeding traffic along Buckland Road and outside Hope Cottages. It was also noted that large lorries had been seen using the road, which is unsuitable for this type of traffic, as a cut through to Tring Hill. Cllr Sainsbury explained the Parish Council have been in contact with Buckinghamshire Council regarding this issue, however funds are limited so there appeared to be no real prospect for change in the near future. With the recent election there would be new Councillors in place and a new cabinet member for Roads who Buckland Parish Council will petition.

25.77 Minutes

The minutes of the meeting of the Parish Council meeting held on Monday 14th April 2025 were agreed and signed by the Chair Jon Sainsbury.

25.78 Allocation of responsibility for:-

Area/Job	Nominated Councillor	Proposed	Seconded
Assistant Clerk	Fiona Livingston	Jon Sainsbury	Heather McKenna
Burial Ground	Heather McKenna	Carole Paternoster	Fiona Livingston
Environmental Services	Jon Sainsbury & Huseyin Caglayan	Fiona Livingston	Heather McKenna
Footpaths, Bridleways, Rights of way	Fiona Livingston Heather McKenna	Jon Sainsbury	Rachel Critchell
Lower Buckland and Community Orchard	Fiona Livingston Carole Paternoster	Jon Sainsbury	Heather McKenna
Planning	Carole Paternoster Rachel Critchell	Jon Sainsbury	Heather McKenna
Primrose Copse, Grasskeep, allotments	Jon Sainsbury	Carole Paternoster	Fiona Livingston
Remembrance Sunday	Jon Sainsbury		
Roads, ditches and drains	ALL Councillors		

25.79 Appointment to External Bodies:

- Arla Liaison Group – All Councillors. **ACTION: Clerk to email ARLA and give new email addresses and include Cllr Mike Collins.**
- BOST – Heather McKenna.
- East Bucks community Board – Formerly Wendover Community Board - Carole Paternoster. **ACTION: Clerk to write to Community Board to enquire about arrangements going forward.**

25.80 Review of Banking Arrangements:

- Direct Debits and Standing Order
A list of payments made to third parties via direct debit and standing orders was approved.
- Bank signatories are the Clerk, Cllrs Paternoster, Cllr McKenna and Cllr Livingston.

25.81 Annual Governance and Accounts Return 2024-2025:

Members considered and were satisfied with the effectiveness of internal control that has been in place during the year under review

Members resolved to approve the Annual Governance Statement

Members considered the Accounting Statements for 2024/25

Members approved the Accounting Statements for 2024/25

The Chairman signed the appropriate documents

Dates for public inspection of accounts (6 weeks) will be from 3rd June 2025 until 14th July 2025.

25.82 Review of Policies:

- a. Standing Orders
- b. Code of Conduct
- c. Communications Policy
- d. Data Protection and Privacy Policy
- e. Data Protection Policy
- f. Environmental Policy
- g. Equality and Diversity Policy
- h. Financial Regulations
- i. Health and Safety Policy
- j. Information Security Policy
- k. Privacy Policy
- l. Risk Assessment
- m. Social Media Policy

All policies were reviewed by Councillors and Clerk and approved,

25.83 Finance

Opening Balance: £ 41781.84
Receipts: £20364.50
Payments: £2127.09
Closing Balance: £60019.25

7 th April	Hugo Fox	£84.00	
8 th April	Cloudy IT	£23.99	
10 th April	BAS Associates	£68.40	
11 th April	Buckinghamshire Council – Precept		£20329.50
24 th April	SSE	£29.67	
24 th April	Bridget Knight	£160.00	
24 th April	SLCC	£190.00	
25 th April	SSE	£291.09	
30 th April	One Com	£37.48	

The bank statement was signed by the Chair.

- a. Appointment of external Auditor - PKF Littlejohn
- b. Appointment of Internal Auditor - Bridget Knight from Ivinghoe PC was approved.
- c. Review of Clerks Salary
An increase of 2.6% was agreed. **ACTION: It was agreed that Cllr Jon Sainsbury will talk to other councils on the process of clerk's appraisal review and contracts.**

25.84 Clerk's Report

- Speedwatch – The Clerk reported that there have been a lack of volunteers to help run the Community Speedwatch group. TVP may well ask for equipment back due to lack of sessions. **ACTION: Clerk to continue to try and organise sessions and also talk to Aston Clinton Parish Council on the possibility of merging groups.**

- Resilience survey has been completed - Clerk asked for feedback/help from Buckinghamshire Council on Emergency Plan. **ACTION: Clerk to liaise with Chair on plan.**
- Clerk reminded councillors to submit election expenses by 29th May.
- There will be a meeting with Laura Kyrke-Smith at the end of May to discuss traffic issues at Buckland Wharf and Tring Hill.
- Clerk has followed up with Thames Water on update that had been due end March. MP Laura Kyrke-Smith will chase if no response by the end of May.
- Clerk to produce next quarterly newsletter at end May early June. This will include details on new council. Also going to team up with BOST and advertise Buckland Bash Celebration.

25.85 Planning Applications/Matters

- Aston Clinton Residents Meeting Report – Residents of Aston Clinton held a meeting with MP Laura Kyrke-Smith regarding over development locally and concerns regarding possible planning applications. Concerns were also raised regarding Buckinghamshire Councils removal of public comments from planning portal. **ACTION: Clerk to write to Buckinghamshire Council to express concern relating to removal of public comments on Planning applications.**
- 25/01084/AAD - Village Hall New Road Buckland Display of non illuminated external sign on free standing aluminium post – No Comment.
- Land of New Road – land appears to have been sold STC. Concerns have been raised amongst local residents at requests from ecologists to carry out land surveys.

25.86 Consultations

There were none.

25.87 Roads and Transportation

Updates on:

- Tring Hill/ Buckland Wharf- Further accident occurred on Friday May 9th, emergency services were called.
- Buckland Road – Council waiting for new councillors to be elected to continue discussions on possible speed measures.
- Monks Court Access – No further information has been received.

25.88 Maintenance of Land Holdings

To receive reports and agree any actions relating to the Parish Council's Land Holdings:

- Burial Ground and Churchyard maintenance** – New team have started cutting the grass and all seems to be working well.
- Lower Buckland** – **ACTION: Cllr Jon Sainsbury to check on grass and whether cut needs to take place.**
- Grass keep Copse and Allotments** grazing licence review – Council agreed to maintain grazing licence at £500.

25.89 Footpaths and Environment

To receive reports and agree any actions

- Fly tipping Lower Buckland - Fly tipping with asbestos lower Buckland has been reported to Buckinghamshire Council.
- Footpaths – Cllr Fiona Livingston continues to chase Buckinghamshire Council regarding broken stiles.

25.90 Website, Social Media and Communications

- Broadband - Gigaclear have extended free broadband to BOST

25.91 Arla/Olleco

Smells continue to be a problem. They are being reported to the Environment Agency regularly but with no apparent action being taken.

25.92 Matters of Report

Concern was raised regarding the number of Dog Care businesses operating in lower Buckland.

ACTION: Clerk to investigate whether licences are required. Businesses are being operated on land that is not for commercial use.

25.93 Correspondence and circulars

Circulars will be available at the meeting but will not be discussed unless required.

25.94 Date of next Parish Council Meeting on 9th June at 6.30pm in Parish Office, Buckland Village Hall.