

**Bucknell Parish Council****Meeting Minutes of the Parish Council Meeting held on 17 October 2022 at 7:30pm at the Village Playing Field****Councillors Present** Cllr Chris Wells (CW), Cllr Derek Hedges (DH), Cllr Alexander Bowden (AB) and Cllr James Alcock (JA)**In Attendance** Parishioners (Mrs Wallington and Mr Kightley)**Apologies** Cllr Donna Ford and Cllr Richard Johnson

| No | Item  | Note   | Outcome  | Action By |
|----|---|--|--|-----------|
| 1  | To receive apologies for absence  | Cllr Donna Ford 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.<br>Cllr Hedges as a riparian owner and owner of Playing Field land<br>Cllr Alcock as tenant of the old Playing Field land<br>Cllr Wells as Treasurer of the Playing Field Association   |  |           |
| 3  | Co-option of Councillors  | Two Councillor vacancies are available to be filled by co-option.  | Councillors asked to consider potential candidates for co-option. Some possibilities were identified - to be contacted prior to next meeting | AB and DH |
| 4  | Previous Meeting Minutes  | Minutes from the meeting dated 11 July 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                                 |  | No Cllr's present.No reports received  |           |
| 6  | Clerk Position  | Job description has been prepared and has been circulated to the Bucknell email mailing list and posted on the village website.<br><br>AB has contacted local clerks to see if any would be interested in adding Bucknell to their scope - no responses received.<br><br>CW posted vacancy on village website and facebook pages - no responses received.<br><br>CW posted advert on OALC website - no responses received. | RESOLVED to pay for advert on SSLC website   | CW        |

| No        | Item                                      | Note  | Outcome   | Action By   |             |                   |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
|-----------|---|---|---|---|-------------|-------------------|--------|----------|-------------------|--------|---|-----------|------------------|--------------|-------|--------|------|-------|---|-----------|------------------|-----------|-------|--------|------|--------|---|-----------|-------|---------------|-------|--------|------|-----|---|-----------|-------|-----------|-------|--------|------|-----|------|-------------|--------|-----|----------|--------|--------|-----------|--------------|-------------|-------|--------|------|---------|-----------|---------|----------|-------|--------|------|------|-----------|------------------|--|--------|--------|--|----|-----------|---------|--|--------|--------|--|--------|--|------------------------------|
| 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>04-Apr-22</td> <td>Dog Bin Emptying</td> <td>Winter 21/22</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>60.06</td> </tr> <tr> <td>2</td> <td>03-Oct-22</td> <td>Dog Bin Emptying</td> <td>Summer 22</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>126.98</td> </tr> <tr> <td>3</td> <td>17-Oct-22</td> <td>Grant</td> <td>Burial Ground</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>600</td> </tr> <tr> <td>4</td> <td>17-Oct-22</td> <td>Grant</td> <td>Play Area</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>600</td> </tr> </tbody> </table> <p>£75 compensation received from Barclays following the issues experienced getting the mandate changed.</p> <p>Bank Accounts:</p> <p>As of 17 October 2022, the bank balances were as follows:</p> <p>Community Account :: £22,914<br/>Savings Account :: £1,335</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>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>11-Jul-22</td> <td>Jubilee</td> <td>Donation</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>-250</td> </tr> <tr> <td>25-Jul-22</td> <td>zzz Bank Apology</td> <td></td> <td>Credit</td> <td>Mar-23</td> <td></td> <td>75</td> </tr> <tr> <td>14-Sep-22</td> <td>Precept</td> <td></td> <td>Credit</td> <td>Mar-23</td> <td></td> <td>2991.5</td> </tr> </tbody> </table> <p>An initial end of year estimate of expenditure was presented to council together with a first version of the 2023-2024 Precept (attached)</p> | No.   | Date  | Description | Detail            | Debit  | Year End | Cheque No or BACS | Amount | 1 | 04-Apr-22 | Dog Bin Emptying | Winter 21/22 | Debit | Mar-23 | BACS | 60.06 | 2 | 03-Oct-22 | Dog Bin Emptying | Summer 22 | Debit | Mar-23 | BACS | 126.98 | 3 | 17-Oct-22 | Grant | Burial Ground | Debit | Mar-23 | BACS | 600 | 4 | 17-Oct-22 | Grant | Play Area | Debit | Mar-23 | BACS | 600 | Date | Description | Detail | C/D | Year End | Cheque | Amount | 11-Jul-22 | Clerk Salary | Cheque Lost | Debit | Mar-23 | BACS | -1602.1 | 11-Jul-22 | Jubilee | Donation | Debit | Mar-23 | BACS | -250 | 25-Jul-22 | zzz Bank Apology |  | Credit | Mar-23 |  | 75 | 14-Sep-22 | Precept |  | Credit | Mar-23 |  | 2991.5 | <p>RESOLVED to pay invoices and payments</p> <p>RESOLVED to transfer monies from the Community Account to the Savings Account. £17K to be transferred. The £17K needs to be allocated to specific anticipated future costs that may be incurred outside of the routine precept payments</p> <p>Precept to be finetuned at next meeting. Submission to CDC needs to be early January.</p> | <p>CW</p> <p></p> <p>All</p> |
| No.       | Date                                      | Description   | Detail  | Debit   | Year End    | Cheque No or BACS | Amount |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 1         | 04-Apr-22                                 | Dog Bin Emptying  | Winter 21/22  | Debit   | Mar-23      | BACS              | 60.06  |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 2         | 03-Oct-22                                 | Dog Bin Emptying  | Summer 22   | Debit   | Mar-23      | BACS              | 126.98 |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 3         | 17-Oct-22                                 | Grant   | Burial Ground   | Debit   | Mar-23      | BACS              | 600    |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 4         | 17-Oct-22                                 | Grant   | Play Area   | Debit   | Mar-23      | BACS              | 600    |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| Date      | Description                               | Detail  | C/D   | Year End  | Cheque      | Amount            |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 11-Jul-22 | Clerk Salary                              | Cheque Lost   | Debit   | Mar-23  | BACS        | -1602.1           |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 11-Jul-22 | Jubilee                                   | Donation  | Debit   | Mar-23  | BACS        | -250              |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 25-Jul-22 | zzz Bank Apology                          |   | Credit  | Mar-23  |             | 75                |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 14-Sep-22 | Precept                                   |   | Credit  | Mar-23  |             | 2991.5            |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
| 8         | Village Matters                           |   |   |   |             |                   |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
|           | a. Thames Water and b. Ardley Incinerator |   | <p>RESOLVED to maintain a watching brief re:</p> <p>i) the performance of the sewer system when significant rainfall is experienced; and,</p> <p>ii) monitor the situation re availability of Land Fill Tax Credits</p> | <p>DF - to request map of drainage / sewer system of Bucknell from OCC / Thames Water</p> |             |                   |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
|           | b. Ardley Incinerator                     | <p>Consultation is underway to increase the tonnage to be processed at the site per year.</p>   | <p>RESOLVED to OBJECT to the application</p>  | <p>AB</p>   |             |                   |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |
|           | c. Valencia                               |   |   |   |             |                   |        |          |                   |        |   |           |                  |              |       |        |      |       |   |           |                  |           |       |        |      |        |   |           |       |               |       |        |      |     |   |           |       |           |       |        |      |     |      |             |        |     |          |        |        |           |              |             |       |        |      |         |           |         |          |       |        |      |      |           |                  |  |        |        |  |    |           |         |  |        |        |  |        |  |                              |

| No | Item  | Note  | Outcome   | Action By                     |
|----|---|---|---|-------------------------------|
|    | d. Traffic Calming                            | <p>OCC Highways visited Bucknell in the summer and made a number of proposals to manage traffic in the village.</p> <p>20mph limit is expected to be implemented by February 2023. This will cover the whole village that is currently at 30mph. A separate application will be made to reduce the speed limit from the existing 30mph / national speed limit sign on Middleton Road, over the railway bridge to the Bucknell village sign from the national speed limit to 40mph.</p> <p>Installation of further birdsmouth fencing to prevent parking on council / residents' land. The plans propose extending the fencing either side of the existing fencing at the pond. To the south side towards Trigger Pond Cottage and to the north side to include the grassed area that abutts the footpath. Additionally to the area in front of no's 5&amp;6 Manor View. The other area to be fenced would be the triangle at the junction of New Row and Middleton Road. Pricing was proposed for this at ca. £8,300, of which 50% would be funded by OCC.</p> <p>The next proposal is to add marked parking bays to the Bicester Road. Locations for these bays have been indicated by white paint spots on the kerb stones. Three separate bays would be marked that would provide sufficient space for 7 cars. The intention is to clearly indicate to customers of the pub, that full on road parking is where they are expected to park (not on pavements).</p> <p>The installation of a pedestrian crossing to provide a safer crossing point for all was also discussed. Options are still under consideration from OCC, but initial thoughts are that the speed hump outside of #2&amp;3 Manor View would be removed and replaced with a crossing / hump closer to the crossroads.</p> <p>Our final question to OCC was how to manage the increased flows of traffic through the village and whether we could look to restrict access at ingress / egress points. The only option that was suggested by OCC was to close Bainton Road at a point close to Manor Farm / Lower Barns Farm. There was recognition from OCC that this would</p> | Share information with village and views on each of the proposals that we have available to us  | CW<br>DF                      |
|    | e. Trigger Pond parking and associated issues | For parking issues, see above point   |   |                               |
|    | f. Hawkwell Village                           | <p>Now that the new planning committee has been defined, communicate with them and invite to attend the site.</p> <p>Planning committee now not expected before the autumn.</p>   | <p>RESOLVED to write to the committee</p> <p>Alert of meeting date as soon as known</p> <p>Convene the working group (Adrian Langdale, John Kightley, Chris Wells) prior to next meeting to agree next steps and communication plan</p> | <p>AB</p> <p>DF</p> <p>CW</p> |

| No | Item                                      | Note  | Outcome  | Action By |
|----|---|---|--|-----------|
|    | g. Operation Menai 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<br>Advise of supplier used by BTC  | CW<br>DF  |
| 9  | Planning                                  | Mr Ian Shirvell has accepted to adopt the role of planning advisor to the council. He will be granted access to the planning section of the PC TEAMS account.   | Access to TEAMS account  | CW        |
| 10 | Standing orders and financial regulations | Documents reviewed by all   | RESOLVED to implement and be adopted by the Council.<br>Standing orders proposed by AB, seconded by CW, Financial Regulations proposed by JA and seconded by DH.<br>Documents posted on village website and in the Council's TEAMS account |           |
| 11 | Old Playing Field Lease                   | Comments received from the License holders re proposed amendments to the terms of the lease   | RESOLVED to seek legal advice on changes that could be made  | AB        |
| 12 | 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        |
| 13 | Councillor absence                        | Lee Peck has been absent from Council meetings for a period of time exceeding 6 months. As a result Mr Peck is no longer a Councillor and the appropriate notices have been posted to engage a new councillor | Position is now available for co-option as described above in Point 3.   |           |
| 14 | Items for next meeting                    | To be submitted to clerk email address no later than 31 October 2022  |  |           |
| 15 | Next meeting                              | Monday 14 November - 7:30pm - Bucknell Village Hall   |  |           |

|        |       |
|--------|-------|
| Signed | Date  |
| _____  | _____ |