

# DRAFT MINUTES

2011/20

## CUDDINGTON PARISH COUNCIL

### **Minutes of Annual General Meeting of Parish Council held in Cuddington and Dinton School, Infant Site Wednesday 11<sup>th</sup> May 2011 at 7.30pm**

**PRESENT:** Sherry Scott (**SS**), **Cllrs:** Ken Birkby (**KB**), Frank Crowdy (**FC**)  
Jim Hayward (**JH**), Matthew Giorgi (**MG**), Doug Kennedy (**DK**), Jennifer  
Schram de Jong (**JSdJ**), Stephen Turner (**ST**) Venetia Davies (**Clerk**).  
**Part:** Cllr Michael Edmonds, Cllr Michael Hawkett, and also Stephen Turner  
who had to leave the meeting early, after Item 11.  
**Parishioners:** 3 Parishioners present.

**NB:** Action points highlighted

#### **1. Acceptance of Office**

Duly signed by all Councillors. Register of Member's Interest circulated. **ACTION: All Councillors to complete.** Code of Conduct circulated to MG and DK.

#### **2. Election of Chairman**

Ken Birkby was elected Chairman.

#### **3. Apologies**

There were no apologies.

#### **4. Minutes of previous meeting held on Wednesday 6<sup>th</sup> April 2011**

Minutes were accepted as true record and duly signed by Chairman KB.

#### **5. Election of Vice Chairman**

Jim Hayward was elected Vice Chairman.

#### **6. Election of Cuddington Playing Fields Representative**

Jennifer Schram de Jong will stand down from the position of Cuddington Playing Field representative after the AGM. Frank Crowdy elected. JSdJ volunteered to be responsible for Children's Play Area.

#### **7. Parishioners Question Time**

Photographs of all Councillors requested by Chris Long for Website. **ACTION: All Councillors to be photographed by Chris Long at June Parish Council meeting.**

Chris Blumer thanked Website Working Party for website; a site which is always updated with news/photographs. Under the new Parish Council, members of Website Working Group will remain as Stephen Turner, Chris Long, Simon Shaw and Venetia Davies.

#### **8. Councillor Induction Course**

Matthew Giorgi and Doug Kennedy were officially welcomed and Sherry Scott thanked for her valuable input as Chairman and Councillor over the last 4 years. **ACTION: JSdJ, MG, KD and Clerk to attend Councillor Induction Training Course on Saturday 25<sup>th</sup> June, Haddenham Village Hall Social Centre.** Cost of £105.08 approved.

## DRAFT MINUTES

2011/21

### 9. Approval of Minutes

Minutes were accepted as true record and duly signed by Chairman Ken Birkby.

### 10. Matters Arising

**Minutes Wednesday 6<sup>th</sup> April 2011.**

**Parishioners Question Time.** Broken stile on Footpath 2 reported as repaired by SS.

**Matters Arising (Minutes 2<sup>nd</sup> March 2011). Award Cabinet in Bernard Hall.** Awaiting final quote. Adjourned until June meeting.

**Children's Play Area – Maintenance.** Carl Small confirmed as chosen supplier. **ACTION: Clerk to write to Bucks Landscaping. JSdJ to contact Carl Small re quantity/price for replacement wood chippings. Authorised in principle. KB and JH to sign cheque as JSdJ Children's Play Area representative.**

**Bank Account.** Account now confirmed as opened with Nat West. **ACTION: Clerk to close account once final cheques have cleared and remaining part of precept credited (Cublington precept credited to account in error) and include JSdJ as one of the three signatories.**

**Bucks Herald.** Cuddington Correspondent required for Around the Villages article in the Bucks Herald. **ACTION: Any interested person to please contact Clerk for information.**

**Clerk to also be forwarded to Doug Kennedy for consideration.**

**4. Website.** Business Directory criteria implemented. Sponsorship opportunities to be presented to Parish Council at a later date.

**7. Correspondence. Involvement in Vale of Aylesbury Plan.** **ACTION: Clerk to arrange meeting with a Councillor/Clerk and AVDC Planning Department.**

**9. Mobile Radar.** Request lodged with Sue Jones, PCSO.

**10. 2011/11 Delegated Budgets – Bid for Highways.** Bus Stop Shelters proposals submitted by KB (costs for replacement and refurbishment included).

**ACTION: KB to circulate to all Councillors.** Proposals for Drainage at Church Gate not submitted. **ACTION: KB to chase Dave Smith.**

**15. Items for Information.** Solar Panels. **ACTION: Clerk to circulate in envelopes.**

### 11. Declaration of Interest

There were no interests declared.

### 12. Planning

**11/00289/APP – 5A Bernard Close, Cuddington, HP18 0AJ** Erection of decking and boundary fence (Retrospective)

**ACTION: Clerk to return "No objections".**

#### Permit

**11/00495/ATC – Thornside, Holly Tree Lane, Cuddington, HP18 0BA.** Permit one Portugal Laurel Tree

**11/00230ALB – Upper Green Cottage, The Green, Cuddington, HP18 0AN**

Unconditionally permit retention of two windows on first floor and one window on ground floor (Retrospective).

**11/00259/APP – Mill Cottage, Bridgeway, Cuddington, HP18 0BP.** Front porch.

## DRAFT MINUTES

2011/22

### 13. Correspondence

- Letter received from CPRE informing of local roadshows for proposed HS2. Waddesdon C of E School, Saturday 21<sup>st</sup> May. **ACTION: DK to publicise.**
- Letter received from BALC re Best Kept Village Competition. Judging will take place during June and results announced mid July. **ACTION: JH to request for sandbags to be removed at Church gate for the duration of June.**
- Email received from AVDC re Play Around the Parishes. Dates now confirmed as Monday 1<sup>st</sup> August, Thursday 18<sup>th</sup> August (not Friday 12<sup>th</sup> August) and Tuesday 23<sup>rd</sup> August, all sessions from 10-12.30. **ACTION: Clerk to book playing fields/clubhouse, Bernard Hall (in event of wet weather) and publicise nearer the event – Notice Boards, Website, Village Voice).**
- Letter received from Community Impact Bucks providing support in the switch to digital TV. **ACTION: Clerk to request information packs for circulation by Sherry Scott to Sunshine Club members. Clerk to circulate to Chris Blumer for Village Voice and Chris Long for Website.**
- Letter received from AVDC re Dog Waste Bins and Collection Service. Charge will be maintained at £1.99 per empty bin, effective until 31<sup>st</sup> March 2011. Dog Fouling to be discussed at a later date.
- Email from Came and Company regarding Parish Council Insurance. **ACTION: Clerk to circulate to all Councillors for agreement on Insurance terms. Payment authorised in principle.**

### 14. Finance

- a. Balance of Bank Account: **£9,453.48**  
(less un-presented cheques - 000367 The Bernard Hall Committee £37.50, 000382 BALC Membership £87.95, 000384 Campaign to Protect Rural England £29.00).  
Balance of Bank Account: **£9299.03**
- b. Orders for Payment: **£1,777.00**
  - Thames and Chiltern in Bloom **£20.00** (retrospective and presented)
  - BALC – Best Kept Village **£10.00** (retrospective)
  - Clerks Salary **£230.16** (24 hours re Annual Village Meeting – Clerk and Minutes)
  - Carl Small – Maintenance of Children’s playground **£90.00**
  - Sherry Scott – Refreshments for Annual Parish Meeting **£67.56**
  - Simon Brown – Grass cutting (6 cuts) **£330.00**
  - AVDC – Edited Census **£21.50**
  - Came & Company Insurance **£1,007.78****BALANCE = £7,522.03**

Arrow – Dog Bags (additional item added) £110.00 (£22.00 VAT), **£132.00** was approved as an additional cost.

### 15. Annual Parish Meeting – Review

It was agreed the Annual Parish Meeting was well attended and organised. Draft minutes produced. Next year it was agreed that the Annual Parish Meeting should be referred to as the *Annual Village Meeting* and more time given to questions/thoughts from Villagers.

# DRAFT MINUTES

2011/23

Chris Blumer thanked JSdJ for reporting on Cuddington and Dinton School and expressed that the School should be referred to as Cuddington and Dinton School with each site referred to as the Infant site or Junior site as appropriate. This was noted for the Parish Council's Agenda and Minutes where reference is made to the venue of the Parish Council meeting.

## 16. The Queen's Diamond Jubilee 2012

It was agreed an event to celebrate the Queen's Diamond Jubilee next year would be supported by the Parish Council. JSdJ offered to progress.

## 17. Contributions from AVDC and BCC Cllrs

Congratulations were paid to Michael Edmonds and Michael Hawkett as elected District Councillors for Long Crendon. KB thanked both for attending but noted the difficulty District Councillors have in attending monthly.

## 18. Items for Information

JSdJ will host a meeting of co-ordinates for the Neighbourhood Watch Group. The edited version of the Electoral Roll has been requested. **ACTION: JSdJ to circulate restrictions of Electoral Roll to all Councillors.**

JH requested a Village Tidy Up on Sunday 29<sup>th</sup> May in preparation for the Best Kept Village competition. **ACTION: Clerk to advertise on Notice Boards, Village Voice and Website to encourage participation by Villagers.**

MG requested Agenda items be briefly explained where necessary.

DK offered to head up the Footpaths Working Party.

Ken Birkby	Chairman
Jim Hayward	Vice Chairman. LAF
Frank Crowdy	CPFA Representative
Doug Kennedy	Footpaths
Jennifer Schram de Jong	Children's Play Area
Stephen Turner	Website

## 16. Date and Time of Next Meeting:

**Cuddington Parish Council**  
Wednesday 1<sup>st</sup> June at 7.30pm  
Cuddington and Dinton School, Infant Site.

Circulation:  
all Cllrs by email  
Website  
Notice Boards (2)

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**Ken Birkby, Chairman**