

CUDDINGTON PARISH COUNCIL

**Draft Minutes of Meeting of Parish Council
held in Cuddington and Dinton School, Infant Site
Wednesday 1st June 2011 at 7.30pm**

PRESENT: Cllrs: Ken Birkby (**KB**), Frank Crowdy (**FC**), Matthew Giorgi (**MG**), Jennifer Schram de Jong (**JSdJ**), Stephen Turner (**ST**) Venetia Davies (**Clerk**).

Parishioners: There were no Parishioners present.

NB: Action points highlighted

1. Apologies for Absence

Jim Hayward (**JH**) (attended LAF meeting and joined the meeting at Item 12).
Doug Kennedy (**DK**) (holiday).

2. Minutes of previous meeting (AGM) held on Wednesday 11th May 2011

Item 8. Correction. KD to **DK**. **Item 14. The Queen's Diamond Jubilee 2012 Insertion.** JSdJ offered, *in principle*, to progress. Minutes were then accepted as true record and duly signed by Chairman KB.

3. Matters Arising

Website. ST reported additional 6 hours of free consultancy work, to the value of £300 (due to website referral to Oxford IT Solutions). **15. Items for Information. Solar Panels.** **ACTION: KB** to contact Jim Canal/John Bryne re view of Solar Panels in conservation area. Edited **Electoral Roll**. No use for the purpose intended. **ACTION: Clerk** to return edited version and request refund. **Village Tidy Up.** Although a disappointing turn out, the village was noticeably tidier than on previous occasions.

4. Proposed 2011/12 Meeting Dates.

Confirmed as first Wednesday in month, including August. Annual Village Meeting agreed as 18th April and AGM as 2nd May. **ACTION: Clerk** to book Bernard Hall for Annual Village Meeting and advertise dates on website. **Clerk** to also inform Village Voice and advertise on Notice Boards prior to meetings.

5. Correspondence

Quotes for Award Cabinet in Bernard Hall received. Supplier resolved. **ACTION: Clerk** to notify.

6. Finance

- a. Balance of Bank Account (Nat West): £14,077.97
(less May Orders for Payment £1,777.00) = **£12,300.97**
- b. Orders for Payment: £381.88 (excluding Penn Flowers)
 - Clerks Salary - **£191.80** (20 hours)
 - Carl Small – Maintenance of Children's playground - **£30.00**
 - Simon Brown – Grass cutting - **£55.00**

DRAFT MINUTES

2011/25

- BALC – new Councillor Inductions Training Course - **£105.08**
- Penn Flowers - £53.75 (VAT £12.50) **£66.25** (non agenda - approved)

BALANCE = £11,852.84

NOTE: Clerk to request return of unrepresented cheque £37.50, Bernard Hall (December 2010). This believed to have been met by LAF for hire of Bernard Hall. Bank of Ireland Account also now closed.

- c. Audit. Annual Return for the year ended 31 March 2011 approved and duly signed by Ken Birkby, Chairman and Venetia Davies, Clerk. Minute Reference 6c.

ACTION: Clerk to post to Mazars.

7. Working Groups (WG)

KB presented the idea of “Working Groups of the Parish Council” for Village activities, siting the current Website Working Group as a role model; a group made up of a Parish Council Representative and Parishioners. Such groups could include a Footpath WG, Jubilee WG, Transportation/Road Maintenance WG and Children’s Playground WG, **ACTION: KB to prepare first draft of remit with guidelines and circulate to Councillors for comment.**

8. Budget 2011/12

ACTION: Clerk to list an Agenda Item for July meeting.

9. Children’s Playground

It was agreed that the repair/refurbishment of play items need to be addressed. Maintenance of area (additional chippings, control of bind weed) to also be implemented. Donations from Fete Committee and grants to be explored as well as annual inspection instructed.

ACTION: JSdS to implement.

10. Sunshine Club - Provision of an automated external defibrillator

The provision of an automated external defibrillator was discussed. Taking into account the population of the village, the Parish Council requested more research/information into this facility. **ACTION: ST to research and advise.**

11. Contributions from AVDC and BCC Cllrs

There were no contributions.

12. Items for Information

Loose/Broken Planks on Bridge. Noted and in-hand.

Grass Cutting. **ACTION: JH to request cut on Thursday 7th/Friday 8th July prior to Fete.**

LAF Meeting – 1st June 2011. JH attended meeting and joined CPC meeting at this Item.

Bid for Bus Shelters unsuccessful. LAF funds to be spent on repair of roads and pot holes throughout the county. **NOTE: Budget to include repairs to Bus Shelters in the region of £2,600.**

13. Date and Time of Next Meeting:

Wednesday 6th July 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