

# DRAFT MINUTES

2011/28

## CUDDINGTON PARISH COUNCIL

### Draft Minutes of Meeting of Parish Council held in Cuddington and Dinton School, Infant Site Wednesday 3<sup>rd</sup> August at 7.30pm

**PRESENT:** Cllrs: Ken Birkby (**KB**), Frank Crowdy (**FC**), Jim Hayward (**JH**), Jennifer Schram de Jong (**JSdJ**), Stephen Turner (**ST**), Matthew Giorgi (**MG**), Douglas Kennedy (**DK**), Vivienne Birkby (**VB – acting Clerk**)

**Parishioners:** Two parishioners present.

#### **NB: Action points highlighted**

#### **Parishioners Question Time**

There were no questions.

#### **1. Apologies**

Venetia Davies (**Clerk**)

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

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

#### **3. Matters Arising**

**Minutes 6<sup>th</sup> July 2011. Item 3: Matters Arising. Solar Panels.** Response from Rebecca Jarret circulated to PCs. In summary, the majority of installations will not require planning permission, but check with AVDC that any plan meets their guidelines. Listed buildings may need listed building consent. **Defibrillator.** Investigated. PC will not support. **Item 6. Correspondence.** KB responded to parishioner about parking problems in Lower Church Street. **Item 12. Children's playground.** KB placed warning notice that piece of equipment is under repair.

#### **4. Declarations of Interest**

There were none.

#### **5. Planning**

**11/01323/ATC** –Fell seven conifers. Paddock Pass, Frog Lane, HP18 0AX. Decision required by 19<sup>th</sup> July 2011. Action already taken to fell trees.

#### **6. Correspondence**

- **Carl Small.** Letter received requesting access and placement of scaffolding whilst building works are carried out. PC in favour. **Action: JSdJ to inform CPFA of PCs decision. KB to copy letter to CPFA to check Chairman's view. Clerk to respond to Carl Small.** Letter also requested removal of cherry tree (on PC's land). **Action: All councillors to view tree and discuss at next PC meeting.**
- **Alan Marsh.** Letter received thanking PC for grant to maintain churchyard.

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- **Best Kept Village Awards. Sat 10<sup>th</sup> Sept 2011.** Cuddington is last village to be visited, at about 3.30pm (tbc) for tea and cakes on Upper Green if dry, Bernard Hall booked, if wet. **Action:**
  - **KB** to write to all villagers inviting them to ceremony.
  - **JSdJ** to source gazebos.
  - **Clerk** to put list of winners on website and notice boards.
  - **JH** to confirm timings and inform Peggy Cattell to put in Village Voice.
- **BCC notices re Roads and Trees and Hedges. Action: Clerk** to laminate and put on notice boards.

## 7. Finance

- a. Balance of Bank Account (Nat West): £10,818.04
  - b. Orders for Payment: £464.35
    - i) Clerks Salary - **£191.80** (20 hours)
    - ii) Simon Brown – Grass cutting - **£165.00**
    - iii) Carl Small – Maintenance of Children’s playground - **£60.00**
    - iv) Ken Birkby, (laminating Parish Footpath Map) £17.97 (VAT £3.59), **£21.56**
    - v) Venetia Davies, Stationery (Toner) £21.66 (VAT £4.33) **£25.99**
- BALANCE = £10,353.69**

In addition, Gomms Forge Cheque for £30 agreed for payment, to be on orders for payment at next meeting.

MG emailed the Clerk about layout of Finance Section. Option 2 was preferred where the reconciliation is shown monthly. PC agreed this change.

## 8. Budget 2011/12

KB presented Budget to date. Total spend LY shown for comparison. Dog bins: revised to £600. Section for Future Projects/Contingency/Carry Forward included to show total uncommitted funds. TY expenditure of £220 for footpaths may be mis-posted, possibly to be grass cutting. **Action: Clerk** to check. **JH** to check insurance for trophies. The PC approved the budget.

## 9. Parish Plan

The Parish Plan was produced in 2005. Queries raised about how much it has been used **ACTION: All Councillors** to read Parish Plan, review where it needs to be updated and discuss at next meeting.

## 10. Footpath Working Group

DK reported footpath 2 cleared by Waddesdon Farms, footpath 17 needs attention. £200 budget agreed. **ACTION: KB** checking condition of wheeled strimmer, and consider getting it serviced. **KB** to discuss with Working Group ownership of allotment stile. **Cuddington Mill** owners in touch with BCC Rights of Way re: diversion of public footpath across the property while building works are carried out. JH raised issue that PC had not had notification of the granting of this planning permission.

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## 11. Diamond Jubilee

JSdJ reported that a Working Group had developed a provisional plan for the celebrations to be held on the Playing Fields, as agreed with the Chairman of the CPFA. The Working Group will agree how the event is to be run, possibly having a money-raising social event eg quiz evening, beforehand. Agreement to be reached as to how the funds would be used.

**Action: JSdJ to circulate draft Terms of Reference to all Councillors prior to next meeting.**

## 12. Children's Playground.

JSdJ confirmed Ben Clayton has agreed to refurbish the large piece of equipment, to replicate what is there and re-use everything possible. Work to be completed by Autumn 2011.

**Action: JSdJ to confirm timber prices with Neil Walters.** The PC sanctioned expenditure up to £750 of the £2100 in the budget. **Action: JSdJ to confirm start date with Ben Clayton.**

**JSdJ to ask people attending Play in the Parishes for volunteers to help with the work.**

## 13. Contributions from AVDC and BCC Cllrs

There were none.

## 14. Items for Information

- **Arthur Rank Centre:** supplies rural communities with refurbished computers. **Action: Clerk to publicise in Village Voice, put on website and notice boards.**
- **Drain at end of Spicketts Lane.** JH reported it had been cleared properly.
- **Planning application for Holywell Fields:** may be with Clerk and will be considered when available. **Action: KB to download information from AVDC website**
- DK reported seeing an increase in insect life near the river, particularly dragon flies and butterflies.
- VB reported that the opening of the Boules Piste was on the front page of The Playing Field, the magazine of the Bucks Playing Fields Assoc.
- Councillor training event. **Action: DK and JSdJ to feed back their views to BALC.**
- **Cuddington School:** KB reported that the governors have sent a flyer to relevant residents, about the timing and duration of the works. Tree surgery is done, ground-work for hard standing is in hand, supply and installation of the buildings will take place 22/23 August 2011. Proposed parking for up to 20 staff down the side of the field opposite the new classrooms, is on hold pending further discussions. JSdJ reported that the Governors are considering having a bus to bring people from Dinton.

## 15. Date and Time of Next Meeting:

Wednesday 7<sup>h</sup> September 2011 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**