

**CUDDINGTON PARISH COUNCIL**  
**Minutes of Parish Council Meeting**  
**held in Cuddington and Dinton School, Infant Site**  
**Wednesday 7<sup>th</sup> November 2012 at 7.30pm**

**PRESENT:** Cllrs: Ken Birkby (**KB**), Matthew Giorgi (**MG**), Jim Hayward (**JH**), Doug Kennedy (**DK**), Stephen Turner (**ST**), Jennifer Schram de Jong (**JSdJ**), Venetia Davies (**Clerk**).

**Parishioners:** There were two Parishioners present.

**NB: Action points highlighted**

**Parishioners Question Time**

John Moore, Cuddington Stores. Food testing evening to take place in Village Shop, Wednesday 21<sup>st</sup> November from 6.30pm - 8pm. Sincere thanks expressed for continued support of Village Shop over past 9 months.

**1. Apologies for Absence**

Frank Crowdy (**FC**), Michael Edmonds (**ME**)

**2. Approval of Minutes – Wednesday 3<sup>rd</sup> October 2012**

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

**3. Matters Arising**

- Cuddington and Dinton School – natural hedge to hid ‘raw’ chain link fence on outside boundary to be completed November 2012.
- John Lockett, Cuddington Playing Fields Association: **ACTION: KB awaiting response re Marquee details.**
- Playground. Grant of £900 awarded. **ACTION: Clerk awaiting Terms and Conditions of Grant.** Invoice received from Carl Small. **ACTION: Clerk to list on Orders for Payment (December) and request breakdown of costs – labour/material.**
- Parish Council column in Village Voice. **ACTION: KB to provide copy on Refuse/Recycling news for forthcoming issue.**
- Cutting of Verges in Village – Clearing commenced in Spicketts Lane. Possible change of Contractors for cutting of village verges noted for next year. **ACTION: JSdJ to draft letter to AVDC and contractors for distribution early next year. Clerk to Agenda for January meeting.**

**4. Declarations of Interest**

MG declared an interest in **12/02273/APP** - 14 Swan Hill Cottages, Aylesbury Road, Cuddington, HP18 0BE.

**5. Planning:**

**12/02127/ATC** - Springbank, Holly Tree Lane, Cuddington, HP18 0BA

Reduction and thinning of Apple Tree

**12/01989/ALB & 12/01993/ADD** - The Crown PH, Aylesbury Road, Cuddington, HP18 0BB

Minor Amended Plans for information purposes only.

**12/02273/APP** - 14 Swan Hill Cottages, Aylesbury Road, Cuddington, HP18 0BE

Two storey rear extension, single storey rear, side and extensions.

**ACTION: Clerk to return NO OBJECTIONS to above planning applications but comment that minor amended plans need to highlight more easily amendments, such as in the Crown Pub revisions. Clerk to also query new email system used by AVDC announcing planning applications and ensure plans will still be posted to Clerk for circulation to Councillors.**

**Permit - 12/01575/APP** - Land off Bridle Track, Bridgeway, Cuddington

2012/27

## 6. Contributions from AVDC and BCC Cllrs

There were no contributions.

## 7. Correspondence.

- **Emails.** Clerk highlighted increasing amounts of correspondence received by email particularly from AVDC/BALC, many consultation documents. Clerk to continue to circulate and action on Councillors instructions only.
- **Peggy Cattell, Village Voice.** Letter received requesting increase in Parish Council donation to Village Voice. **ACTION: Clerk to write requesting copy of accounts so that informed decision can be made.**

## 8. Finance

### a. Balance from Minutes of previous meeting (3<sup>rd</sup> October): **BALANCE: £14,668.75**

- Receipts: £60.60 (Donation from Gardening Club – Diamond Jubilee Daffodil Bulbs)
- Debits: £144.00 (Mazars)
- Plus unpresented cheques: £120.00 (Carl Small)

**Balance of Bank Account: £14,705.35**

**Available Funds: £14,585.35 (balance of bank account less unpresented cheques)**

### b. Orders for Payment: **£467.67**

- Mazars – External Audit **£144.00 (for formal approval only)**
- Clerk's Salary - **£191.80 (20 hours)**
- Carl Small - Maintenance of Children's Playground (October – 1 session) **£30.00**
- Simon Brown - Grass cutting (October – 3 sessions) **£165.00**
- Bernard Hall Committee (10/04 Play Around the Parish and 18/04 AGM Meeting) **£30.00**
- Penn Flowers – Flowers for War Memorial £42.39 (VAT - £8.48) - **£50.87**

**BALANCE: £14,117.68** (Available Funds less Orders for Payment)

## 9. Website

Policy agreed that expenditure by a Working Party on anything above £100 of an agreed budget requires Parish Council approval. Under £100 can be authorised by the Working Party without prior approval. Therefore, Website Working Group (WWG) to authorise payment of expenditure of £30 for maintenance (EU Regulations/Cookies). **ACTION: Clerk to list on Orders for Payment, December 2012. ST to inform date for Editors evening once confirmed.** Costs of hall hire to be met by CPC.

## 10. Dog Bag Location Site

**ACTION: KB to install new post for dog bag dispenser at corner of Frog Lane and Lower Church Street, next to existing dog bin. CLERK to inform Councillors of chosen contractor by AVDC for horticulture, street cleansing and dog bag empties once known. Costs of Dog Bag empties to be circulated on receipt. KB to order signage, when available or research other sources.**

## 11. Bus Shelters

Resolved cost in region of £500 plus materials. Work to commence on receipt of quotations. One quote received and circulated. **ACTION: Clerk to obtain additional quote to include labour, material and bench.**

**12. Diamond Jubilee**

Suggestions for distribution of profit include: seats in bus shelter, bench on playing field, planting of trees in churchyard. **ACTION: Clerk to list as December Agenda item for decision.** Jubilee Tree from AVDC. **ACTION: JSdJ and DK to agree location. AVDC to be informed of location as map of Diamond Jubilee Oak Trees will be produced.**

**13. Village Bonfire and Fireworks Nigh**

JSdJ reported success of event which raised £400. Suggestions for expenditure include repairs/maintenance to Clubhouse. Community concerns expressed over condition of Clubhouse. **ACTION: MG (Parish Council representative for CPFA) to raise with CPFA.**

**14. Parish Council Christmas Card**

Circulated by JSdJ. **ACTION: KB to provide picture of Sword of Excellence (Best Kept Village).** Printing costs (in the region of £30) approved.

**15. Items for Information:**

**DK:** Footpath Working Party. Special thanks expressed to Charles Sanderson for works completed on fitting grip plates.

**MG:** Race Night in aid of CPFA on Saturday 17<sup>th</sup> November, Bernard Hall.

**JH:** Increase in Best Kept Village entrance fee from £8 to £10. Village improvements required including painting of Village pump, bus shelters and telephone kiosk. **ACTION: Clerk to contact BT.** **ACTION: Clerk to list on Orders for Payment - £13.95 for Penn Flowers (additional flowers for war memorial).** Precept changes possible which may impact on level of precept. **ACTION: Clerk to agenda for January meeting.** Completion of precept required by **21<sup>st</sup> January 2013.**

**JSdJ:** Play Around the Parishes. Favourable feedback received. Suggestion to continue scheme and include in budget costs for 203/14.

**16. Date and Time of Next Meeting:**

**Wednesday 5<sup>th</sup> December 2012 at 7.30pm in Cuddington and Dinton School – Infant Site**

Signed: ..... Ken Birkby, Chairman