

2013/11

CUDDINGTON PARISH COUNCIL
Minutes of Parish Council AGM Meeting
held in Cuddington and Dinton School, Infant Site
Wednesday 1st May 2013 at 7.30pm

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

Parishioners: There were six Parishioners present.

NB: Action points highlighted (Parishioners Question Time took place before Item 5).

1. Election of Chairman

Ken Birkby elected Chairman. Proposed by Cllr JH. Seconded by Cllr FC.

2. Apologies for Absence

Cllr Doug Kennedy (**DK**)

3. Election of Vice Chairman

Jim Hayward elected Vice Chairman. Proposed by Cllr JSdJ. Seconded by Cllr ST.

4. Declaration of Acceptance of Office by Chairman

Duly signed by Ken Birkby, Chairman

Parishioners Question Time – Landowner John Allen informed Councillors that he will be seeking planning consent to convert barn (on tractor field) to dwelling and expects a formal application to be submitted within the coming weeks. Outline drawings were presented.

5. Approval of Minutes – Wednesday 3rd April 2013

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

6. Matters Arising from previous Minutes

- Payment for two benches in bus shelters to be paid by Jubilee Committee.
ACTION : JSdJ and Clerk to liaise re transfer of funds.
- Oak Tree – Matt Giorgi has kindly agreed to water.
- Planting of Trees (open foliage) in Church yard. **ACTION: JSdJ to write to CPCC to enquire whether decision to proceed to planning application has been made.**
- LAF Meeting. **ACTION: KB to attend.**

7. Declaration of Interests

There were no interests declared.

8. Planning:

- **13/00740/APP - 4 Swan Hill Cottages Aylesbury Road Cuddington, HP18 0BE**
Demolition of existing side extension, outbuilding and front porch. Replacement with part two storey, part single storey side and rear extensions and front single storey extension.
ACTION: Clerk to return No Objections to AVDC but comment: *The application needs to have at least 3 associated parking spaces. To achieve this, 2 spaces will have to be created in the front garden, which is currently part-paved but not used for parking. It may necessitate the removal of a small conifer and the creation of some more hardstanding. The creation of these spaces should probably be a condition, if consent is given.*

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13/00843/ALC Dadbrook Close. ACTION: Clerk to enquire if CPC are required to have an input.

As a reminder, all planning applications are noted on Notice Board (by way of Agenda and Minutes) and Website (Planning pages under Parish Council)

9. Contributions from AVDC and BCC Cllrs

There were no contributions.

10. Correspondence

- Email from Matt Whincup, Local Area Technician following Clerk enquiry into Pot Holes. Notified that works orders is in place for pot holes on Bridgeway and for repair on Dadbrook. Awaiting confirmation from works supervisor as to date. Permanent patch repair for large pot hole has been made safe with signs and cones on Dadbrook. Pressure on works supervisor to complete before wet weather. **ACTION: Clerk to advertise contact details of Local Area Technician on Website but not list incidents/accidents.**

11. Finance

a. Balance from Minutes of previous meeting (3rd April): BALANCE: £9,722.37

- Receipts: £339.67 (VAT Return)
- Debits: £0.00
- Plus unrepresented cheques: £30.00 & £31.50 (000178 & 000192 Bernard Hall Committee), £960.00 (South Bucks Tree Surgeons Ltd), £12.00 (BALC), £70.00 (Cuddington and Dinton School Fund), £29.00 (CPRE Membership) - **£1,132.50**

Balance of Bank Account: £11,194.54 (as at 19th April 2013)

Available Funds: £10,062.04 (balance of bank account less unrepresented cheques)

b. Orders for Payment: £797.48

- Clerk's Salary - **£230.16** (additional 4 hours Village Meeting)
 - Mike Radwell - Bench in South Side Bus Shelter - **£149.00**
 - JE Bookkeeping Services - Payroll Administration (March 2012 - March 2013) - **£58.00**
 - S Brown Grass Cutting - 8th, 15th, 22nd, 29th April - **£220.00**
 - Carl Small - Maintenance of Children's Playground (including refurbishment works) - **£100.00**
 - Cuddington Village Stores - Annual Village Meeting refreshments - **£40.32**
- BALANCE: £9,264.56**– (Available Funds less Orders for Payment)

Note: Precept £4,559.55 credited 25th April 2013.

c. Year End Financial Report and Budget 2013/14. As circulated at Annual Village Meeting.

12. Village Tidy (Sunday 19th May at 10.30am) and Village Maintenance

Cllr JH presented maintenance list for Village Tidy on **Sunday 19th May**. Councillors assigned to various tasks including pressure washing/staining of village benches (**KB**), removal of drawing pins and general clean of Notice Boards (**JSdJ Welford Way, ST opposite Bernard Hall**), Village pump (**JH**), and staining of Bus Shelters (**KB, MG and Chris Long**). **FC** to restored wall on Welford Way. Parishioners to be encourage to help (via poster on Notice Boards and Website) and asked to bring gardening gloves. Black bin liners to be provided for litter pick.

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13. Children's Playground – Cllr JSdJ

Lots of positive comments received concerning playground. All that remains of refurbishment is final paint/varnish works to climbing frame, slide and tyre supports plus staining of edging. Despite kind offer, decision made not to progress with seesaw. **ACTION: KB to liaise with Carl Small re wood preserve. JSdJ to instruct Carl to install bench. Clerk to investigate costs for playground inspection.** JSdJ congratulated Carl and Janet for the wonderful job they are doing in maintaining the playground. ST thanked JSdJ for overseeing the refurbishment.

14. Annual Village Meeting – Feedback and Matters Arising.

Tree Maintenance at Swan Hill Cottage. **ACTION: Clerk to contact Matt Whincup, local Area Technician.** Tractor Field near Sewage Farm. Progress made in tidying site. Laura Ewers, secretary of Allotment Society has spoken to allotment owners regarding bonfires. To note, there are no laws concerning bonfires (only that smoke must not obscure a road or toxic waste must not be burnt). However common sense and thoughtfulness should prevail.

15. Items for Information including Local County Elections – 2nd May 2013.

- Cllr ST paid special thanks to Chris Long for the work done, throughout the year, on the village website. This was unanimously supported.
- Cllr JSdJ asked Councillors to consider an additional bench at the new Dadbrook bus stop. **ACTION: JSdJ to assess whether there is sufficient width to allow for a bench without imposing on width of path.** It was resolved that the Parish Council would purchase the bench for the playing fields on behalf of the Jubilee Committee; a sub Committee of the Parish Council. It was agreed the bench should be anchored. **ACTION: JSdJ to inform Clerk of amount and instruct Carl Small to install.** JSdJ also made a small comment about the 'air time' election candidates received at the Annual Parish Meeting stressing the purpose of the meeting as a village event rather than that of a political meeting.
- Cllr MG. Relocation of litter bin from front of Clubhouse to car park which may result in AVDC emptying it. Boules Club AGM on Wednesday 22nd May at 7.30pm in Clubhouse. CPFA AGM on Wednesday 12th June.
- Cllr FC. Village Skip. **ACTION: JSdJ to follow up with AVDC.**
- Clerk. **Community Speedwatch.** **ACTION: Clerk to book session.** Meeting dates for 2013/14 circulated which include Annual Village Meeting (23rd April 2014) and AGM (7th May 2014)

16. Date and Time of Next Meeting:

Wednesday 5th June 2013 at 7.30pm in Cuddington and Dinton School – Infant Site

Signed: Ken Birkby, Chairman