

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council
held in Cuddington and Dinton School, Infant Site
Wednesday 3rd June 2015 at 7.30pm

PRESENT: Ken Birkby (**KB**), Ken Brown (**KMB**), Jim Hayward (**JH**), Lorraine Stevens (**LS**), Venetia Davies (**Clerk**).

Parishioners: There were 6 Parishioners present.

NB: Action points highlighted

Parishioners Question Time

- Ken Birkby welcomed Cllr Judy Brandis, District Councillor AVDC to the meeting.
- Parishioners expressed concerns over the planning application **15/01583/APP** (Land to Rear of Spicketts, Frog Lane, Cuddington, Buckinghamshire, HP18 0AX). These included: removal of majority of letters concerning a previous application for erection of single dwelling and inaccuracies regarding a prior application for parking (2010). Frustrations were expressed with AVDC refusing to comment on these issues. Additional concerns included the proposed dwelling being too large for the plot, its proximity to Spicketts (a listed building), the intrusion to the neighbours in large, and the impact of infill in the village (and lack of infrastructure to support it).
- Stephen Turner, a member of the Website Working Group will continue in his role as a Member and supported the Parish Council's decision to assigned Venetia Davies, the Clerk, as the Parish Council's representative.

1. Apologies for Absence

Michael Edmonds (**ME**).

2. Approval of Minutes – Wednesday 13th May 2015

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

3. Matters Arising from previous Minutes

- Register of Members Disclosable Pecuniary Interests. Councillors returned registers to Clerk. **ACTION: Clerk to return to the Monitoring Office at AVDC and display on website (in line with Transparency Code).**
- Working Groups. **ACTION: KB to consider an article for Village Voice attracting Villagers to join Working Groups of the Council.**
- Planning. **ACTION: Clerk to sign up to alerts on AVDC portal. Parish Council to republish article outlining considerations to address when making a planning application.**
- Kings Cross Feasibility Study. Ongoing
- Welford Way tidy. **ACTION: CPC to undertake further work.**
- Christmas tree lights. Damage to underground power supply. **ACTION: KB to investigate.**
- Children's fun afternoon. **ACTION: Clerk to continue to liaise with Paul Irwin to obtain agreed match funding (£75)**
- Vehicle Activated Sign. **ACTION: Clerk awaiting quotation for replacement radar (in the region of £700). Given Cuddington was the first village to install VAS and that most villagers now have funding for these, it was unanimously agreed that KB apply to LAF for funding of repair.**
- **Transparency Code.** Councils in England with an annual turnover not exceeding £25,000 required to specify key provisions in the Code. **ACTION: Clerk to publish these by July 2015 and annually thereafter on cuddingtonvillage.com.**

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- **Litter Pick.** This was supported by a dozen or so Villagers. Thanks were paid to The Crown PH for provided tea and coffee. **ACTION: KB to write a note of thanks in Village Voice.**
- **CPFA Mower.** It was agreed funds from the Diamond Jubilee Committee (£300) will be donated to the Mower appeal.

4. Declarations of Interest

There were no interests declared.

5. Planning:

- **15/01583/APP – Land to Rear of Spicketts, Frog Lane, Cuddington, Buckinghamshire, HP18 0AX**
Removal of existing garage and outbuilding. Erection of one single storey dwelling with basement and a new access. Case Officer: Mrs Diana Locking. Comments by: 12th June.
ACTION: Clerk to return OPPOSES the application to AVDC for the reasons given below:
The proposed dwelling is an overdevelopment of the site. There is insufficient amenity space around the proposed property and its proximity to Spicketts detracts from the aesthetics of the listed building.

6. Correspondence

- AVDC - reminder of Election Expenses Form. All forms have been returned by Councillors.

7. Contributions from AVDC and BCC Cllrs

Cllr Judy Brandis gave a brief introduction. Judy is Chair of Licensing at AVDC. Reference planning, Judy welcomed Councillors/Parishioners to email her but highlighted that whilst happy to listen, cannot comment. Judy also confirmed that if a planning application goes to Committee, a site visit will usually take place by a Councillor if they are 'minded' to go against the Case Officer. Faster broadband alerts and poor mobile reception were also briefly discussed.

8. Finance

a. Balance from Minutes of previous meeting (13th May 2015): **BALANCE:** **£3,410.21**

- Receipts: **£5,845.00** (£5,820.00 - Precept £5,500 & Grant Payment £320.00, £25.00 CPFA Peppercorn Rent)
- Debits: £0.00
- Plus unpresented cheques: **£10,198.30** - Bernard Hall (£61.50), Venetia Davies (£247.20), Venetia Davies (£4.94), Simon Brown (£165.00), Carl Small (£88.99), BMKALC (£93.96), Ken Birkby (£48.71), George Browns Ltd - £9,420.00, Jacquie Porteous (£68.00)

Balance of Bank Account: £19,453.51 (as at 15th May 2015).

Available Funds: £9,255.21 (balance of bank account less unpresented cheques)

b. Orders for Payment: **£1,110.49**

- **Venetia Davies - £206.00** (May – 20 hours)
- **Venetia Davies - £44.99** (£37.49 + £7.50 VAT) (Replacement Laminator - A3 size)
- **Oxford IT Solutions:**
 - **£28.80** (£24.00 + VAT £4.80) (Domain Renewal),
 - **£300.00** (£250.00 + VAT £50.00) (Mobile Friendly website)
 - **£120.00** (£100.00 + VAT £20.00) (completion of Mobile Friendly website).

- **Jacqueline Anne Florist - £56.70** (£47.25 + VAT £9.45)
- **Simon Brown - £220.00** (Grass cutting- 4 cuts @ £55 per cut)
- **Carl Small - £120.00** (Children's play area – 4 cuts @ £30 per cut)
- **BALC - £14.00** (Copies of The Good Councillor's Guide)
- **BALANCE: £8,144.72** - (Available Funds less Orders for Payment)

- c. Audit 2014/15. Approval of accounting statements and annual governance statement. Following completion of the accounting statements and annual governance statement by the Clerk, Myles Saker has completed the Internal Audit. Copy of Annual Return circulated to Councillors. Approved and signed by KB and Clerk (also Responsible Finance Officer). **ACTION: Clerk to return External Audit to Mazars by 30th June 2015.**

9. Representatives of Committees/Working Groups

The following was agreed:

Ken Birkby: Footpath Representative. Ken Brown: Traffic Action Group Representative (TAG)

Ken Birkby/Ken Brown: Local Area Forum (LAF).

Venetia Davies: Website Working Group Representative (WWG)

Lorraine Stevens: Cuddington Playing Field Association Representative (CPFA)

Councillors agreed to replace wheeled strimmer to value of up to £300. **ACTION: KB to purchase.**

10. Items for Information

- Dinton Parish Council. Speeding issues. KB met with Councillors from Dinton Parish Council to collaborate and address issues and funding options. **ACTION: KB to keep Councillors informed of progress.**
- **Parish Council Meeting dates for 2015/16.** Given that a number of related Parish Council meetings take place on a Wednesday evening, Councillors agreed to move the monthly Parish Council meeting to the **SECOND MONDAY IN THE MONTH.** The date of the next meeting is therefore **Monday 13th July 2015.** A decision will be taken at the July meeting regarding an August meeting.
- **JH** advised planning application (not yet received by Clerk):
15/01737/ATP - Seven Stars, Spurt Street, Cuddington, HP18 0BB.
Fell one Cherry tree to ground level and replant. **ACTION: JH and LS to assess and inform Clerk if objection.**
Clerk informed new planning application (received after posting of Agenda):
15/01754/APP - Sunbeam Cottage, Frog Lane Cuddington HP18 0AX
Detached garage. Comments requested by 1st July. **ACTION: Clerk to obtain plans. KB to call an Extraordinary meeting if required.**
- **Bank Account.** **ACTION: Clerk to make arrangements for LS to replace JSdJ as a signatory of bank account.**
- **Co-option of Councillors.** Following the Parish council elections, Cuddington Parish Council was returned uncontested and with unfilled seats. Councillors agreed that it should now give public notice of the three casual vacancies available and invites applications. **ACTION: KB to prepare advertisement and flyer for village door drop.**
- **LAF.** **ACTION: KB and KMB to attend meeting on Wednesday 23rd September. Clerk to include Funding Decisions/Priorities for Cuddington as a future Agenda item.**
- Cost of Election: **ACTION: Clerk to contact AVDC to ascertain costs.**

11. Date and Time of Next Meeting:

MONDAY 13th July 2015 at 7.30pm in Cuddington and Dinton School – Infant Site