

## DRAFT MINUTES

2015/28

**CUDDINGTON PARISH COUNCIL**  
**Draft Minutes of Parish Council Meeting**  
**held in the Bernard Hall**  
**Monday 12<sup>th</sup> October 2015 at 7.30pm**

**PRESENT:** Ken Birkby (**KB**), Ken Brown (**KMB**), Stuart Anderson (**SA**), Lorraine Stevens (**LS**), Ken Trew (**KT**), Venetia Davies (**Clerk**) and Andrew Vickers (**AV**) (from Item 4).  
Cllr Judy Brandis and Cllr Paul Irwin.

**Parishioners:** There was 1 Parishioner present.

**NB: Action points highlighted**

**Parishioners Question Time**

- There were no questions.

**1. Apologies for Absence**

Barbara Buckley (**BB**).

**2. Approval of Minutes – Monday 7<sup>th</sup> September 2015**

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

**3. Matters Arising from previous Minutes**

- Working Groups. Traffic Action Group (TAG) meeting arranged for Monday 19<sup>th</sup> October.  
**ACTION: KB to update Councillors at next meeting.**
- Planning. Parish Council to republish article outlining considerations to address when making a planning application.
- Kings Cross Feasibility Study. Ongoing.
- Christmas tree lights. Pending works to thatched roof of Greenways.
- Playground. **LS** has made several enquiries concerning necessary repairs/replacement items for playground as well as funding sources and local fundraising initiatives. The possibility of a working party comprising of local parents is also being explored. Playground bin still remains unemptied. **ACTION: Clerk to contact AVDC.**

**4. Co-option of Councillor**

It was unanimously agreed to co-opt **Andrew Vickers (AV)**. KB warmly welcomed Andrew to the Council. Andrew joined the meeting.

**5. Declaration of Acceptance of Office and completion of Register of Members Disclosable Pecuniary Interests** by co-opted Councillors.

**ACTION: SA, BB, KT, AV to sign Declaration of Acceptance of Office and complete Register of Members Disclosable Pecuniary Interests and return to Clerk. Clerk to send to AVDC. Clerk to circulate Councillor Induction training dates when further dates become available.**

**6. Election of Vice Chairman**

Ken Brown elected as Vice Chairman. Proposed by Ken Birkby. Seconded by Stuart Anderson.

**7. Declarations of Interest**

There were no interests declared.

**8. Nicholas Almond Trust – Election of Trustee**

Andrew Vickers was elected Parish Council Trustee.

## DRAFT MINUTES

2015/29

### 9. Representative for Planning – assignment of Parish Councillor

Given Ken Trew's and Stuart Anderson's planning knowledge, it was agreed Ken Trew, assisted by Stuart Anderson, will be the PC representative for planning and will lead the Council on planning issues.

### 10. Correspondence

- The Parish Council agreed an annual donation of £450 towards upkeep of churchyard.
- The Parish Council is awaiting a statement of accounts from Haddenham Community Library in order to consider request for funding. **ACTION: Clerk to follow up.**
- **Public Inquiry: "Definitive Map Modification Order" Wednesday 25<sup>th</sup> November, Bernard Hall, 10am.** It was noted that the public inquiry on Wednesday 25<sup>th</sup> November is unlikely to conclude in one day and that (as the inspector is unavailable the following day) it could be adjourned to beginning 2016. A copy of the landowners statement, with attachments, is available. Anyone who wishes to speak at the Inquiry can register on the day. They do not need to have completed a User Evidence form. Meeting to be organised by Angela Sanderson prior to hearing. **ACTION: KB to attend as a witness, Wednesday 25<sup>th</sup> November at 10am.**

### 11. Contributions from AVDC and BCC Cllrs

- **JB** informed Councillors that the Vale of Aylesbury Local Plan Issues (VALP) and Options consultation will be coming to full council next week. Judy also informed Councillors that the *Vale Lottery* has been launched.
- **PI** suggested contacting Community Chest for funding for playground items. **ACTION: LS to follow up.** Paul informed Councillors that Dinton Road will be re-surfaced at the end of October. Road closures will take place. PI also expects 'plane and patch' treatment on Dadbrook Road to take place in February/March next year (and, as previously reported, Cannons Hill).

### 12. Finance

#### a. Balance from Minutes of previous meeting (7<sup>th</sup> September 2015): **BALANCE: £6,487.78**

- Receipts: £150.00 (Paul Irwin – contribution to Children's Play Day) £5,500.00 (Precept)
- Debits: £1,007.15 Came and Company (Parish Council Insurance)
- Plus unrepresented cheques: £225.00 (Dinton with Ford and Upton Parish Council)
- **Balance of Bank Account: £11,355.63** (as at 7<sup>th</sup> October 2015).
- **Available Funds: £11,130.63** (balance of bank account less unrepresented cheques)

#### b. Orders for Payment: **£2,278.77**

- **Venetia Davies - £257.50** (25 hours)
- **Venetia Davies - £39.47** (Toner for printer)
- **Simon Brown - £275.00** (Grass cutting - 5 cuts @ £55 per cut)
- **Carl Small - £90.00** (Children's play area – 3 cuts @ £30 per cut for September)
- **Cuddington Stores - £20.00** (Refreshments and Cake for Best Kept Village presentation)
- **Gommes Forge - £39.00** (£32.50 + £6.50 VAT) (Best Kept Village plaque)
- **Signature Limited - £922.80** (£769.00 + £153.80) (Repair to Vehicle Activated Sign)
- **AVDC - £125.00** Parish Council Election Charges (7<sup>th</sup> May 2015)
- **Cuddington Parochial Church Council - £450.00** (Donation for upkeep of churchyard)
- **The Royal British Legion - £60.00** (Poppy Wreath)
- **BALANCE: £8,851.86-** (Available Funds less Orders for Payment)

Payment of £3,000 received from CPFA as contribution to mower.

## DRAFT MINUTES

2015/30

### 13. BCC Transportation Devolution Proposal for 2016, update from KB.

KB attended BCC Transportation Devolution workshop on 18/09/2015. It was agreed to meet with other Parish Councils who have devolved services (Dinton, Stone) so that BCC's proposal, challenges and working relationships between BCC and local councils can be fully understood. KT agreed to lead this project. **ACTION: KT to contact Parish Council's and arrange meeting.** These to include one or two other CPC Councillors. Public Liability Insurance, Complaints Procedures and Risk Assessments all need to be considered. Signed agreements of Local Councils wishing to take place in Tranche 2 required by Feb '16.

### 14. Village Tidy Group

It was agreed to divide-up various areas of the village into "slots" so that these can be regularly maintained and tidied. A request for help will be published in Village Voice and on the website. Parishioners will be encouraged to lead certain areas and tidy as required. Charles Sanderson has kindly agreed to take responsibility for the Bernard Hall area. **ACTION: KB to prepare article and also approach Gardening Club for planting scheme around the Best Kept Village sign and the Bernard Hall tubs.**

### 15. Local Area Forum (LAF) and Funding, update from KMB.

KMB updated Councillors on recent meeting.

- Funding has been secured by LAF for C56 speed limit review on Cuddington Road and also the repair of VAS on Dadbrook. Funding has also been provided to prevent commuters for Haddenham and Thame Parkway Station parking in Sheerstock.
- The priorities for Haddenham and Long Crendon Local Area survey are as follows: 1. Traffic calming, 2. Support for carers and support for older people to live in their homes, 3. Teenagers and community facilities, 4. Provide a more flexible transport network to fulfil the needs of rural communities, 5. Community wealth and well being. Projects within the scope of the above can seek financial support from the LAF.
- Thames Valley Neighbourhood Police. Due to financial cutbacks, there will be less neighbourhood policing. Focus will be on crime related incidents only.

### 16. Planning including possible approach to AVDC for revision of conservation area management plan; levy on planning for road repairs to Contractors; AVDC Planning Policies.

KT proposed obtaining a summary of all planning documents that apply to the Parish.

**ACTION: KT to contact Susan Kitchen, Development Management Manager, AVDC and keep Councillors informed of progress.**

### 17. Items for Information

**Jim Hayward memorial seat/bench.** It was unanimously agreed that it would be most fitting to have a memorial seat/bench sited on the village green near the Best Kept village sign in memory of Jim Hayward. **ACTION: KMB to investigate options.**

**Best Kept Village Cup/Community Trophy and Certificates.** It was suggested that the certificates should be displayed on the walls of the Bernard Hall to make space for the Morris Cup in the trophy cabinet. **ACTION: KMB to contact the Bernard Hall Committee (BHC) and also arrange with BHC for the Community Award plaque (recognising the contribution of the Village Picture House) to be positioned (and possibly unveiled) on the outside wall.**

### 18. Date and Time of Next Meeting

**MONDAY 9<sup>th</sup> November 2015 at 7.30pm in Cuddington and Dinton School – Infant Site**