

DRAFT MINUTES

2016/01

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting
held in Cuddington and Dinton School
Monday 11th January 2016 at 7.30pm

PRESENT: Ken Birkby (**KB**), Ken Brown (**KMB**), Stuart Anderson (**SA**), Barbara Buckley (**BB**), Ken Trew (**KT**), Andrew Vickers (**AV**), Venetia Davies (**Clerk**).
Cllr Judy Brandis AVDC.

Parishioners: There were no Parishioners present.

NB: Action points highlighted

The sad passing of Myles Saker was reported by Ken Birkby. Myles served for a number of years on the Parish Council and more latterly assisted the Council in its financial reporting, as Internal Auditor. His valuable contribution to the Council and village will be greatly missed. Councillors gave their condolences to Caroline.

1. Apologies for Absence

Lorraine Stevens (**LS**).

2. Approval of Minutes – Monday 14th December 2015

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

3. Matters Arising from previous Minutes

- **Bus Stop Bins.** **ACTION: KB to arrange for additional keys to be cut.**
- **Community Defibrillator.** Location and electric supply now confirmed with CPFA (who are happy to train and advertise defibrillator at Clubhouse). Similar to be arranged with Charlotte Cooper, Bernard Hall Committee (BHC). Electrician sourced. **ACTION: BB to arrange with BHC (and also enquire positioning with regard to listed building consent with AVDC). BB and CLERK to both ascertain insurance costs.** Demonstration of resuscitation and defibrillator to take part at Annual Village Meeting, confirmed as Monday 18th April 2016. **ACTION: KB to publicise date in Village Voice.**
- **Bylaws.** Revised LTN 14E – Bylaws [England] received. **ACTION: KB to give copy of existing Bylaws to KMB for any revisions.**

4. Declarations of Interest

Stuart Anderson declared an interest in planning application 15/04360/APP and retired during the discussion of that item.

5. Planning

- **15/04360/APP: Cowley Farm, Aylesbury Road, Cuddington, HP18 0BG**
Conversion and alteration of an existing building to form a pair of semi-detached dwellings, together with parking and amenity space. Case Officer: Lynne Hodgins. Comments by: 3rd February 2016
ACTION: CLERK to return NO OBJECTIONS to AVDC.
- **15/04369/APP: Nunhayes, Great Stone, Cuddington, HP18 0AZ**
Conversion of part of garage/store adjoining the annexe into additional living accommodation. Case Officer: Clare Foxwell. Comments by: 4th February 2016
ACTION: CLERK to return NO OBJECTIONS to AVDC but comment that this building is an annex for associated use with the house, Nunhayes, and not a separate dwelling. Should there also be a retrospective application for double entrance gates that have been installed by demolishing part of the wychert wall? Is this the off-street parking provision for the annex?

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6. Correspondence

- Letter from Mr A Maltby enquiring whether the Parish Council is in discussion with the Allotment Society over reported plans for the disposal of a portion of the allotment land for housing development. A number of other Parishioners have also expressed concerns over this, as well as the need for a mix of housing and also the likely loss of yet more allotments in the future. In view of the Parish Council's responsibilities in the planning process (including housing stock and appearance), it was agreed that CPC planning representatives will make a formal enquiry. **ACTION: SA/KT to approach and discuss with Chairman of Allotment Society. KB to reply to Mr Maltby.**

7. Contributions from AVDC and BCC Cllrs

Judy Brandis informed Councillors of AVDC's steps to set up a trading company - with the potential to develop new income streams for the authority - selling consultancy services externally to non-public bodies. The new company would initially focus on selling energy and sustainability consultancy services to the private sector but could, in the future, be extended to other services.

8. Finance

a. Balance from Minutes of previous meeting (14th December 2015):

BALANCE: £13,266.34

- Receipts: £1,542.00 (CPFA Mower), £922.80 (BCC VAS repair) £225.00 (Dinton with Ford and Upton Parish Council)
- Debits: £0.00
- Plus unrepresented cheques: £225.00 (Dinton with Ford and Upton Parish Council), £30.00 (Carl Small)

Balance of Bank Account: £16,211.14 (as at 29th December 2015).

Available Funds: £15,956.14 (balance of bank account less unrepresented cheques)

b. Orders for Payment: £628.44

- **Venetia Davies - £206.00** (20 hours)
- **AVDC - £212.44** (Dog Bin empties and sanitising cleans)
- **Ken Birkby - £210.00** (Christmas Tree £150.00, Transport £30.00 [Great Greenery Company], Lighting - £30.00 [Mr Brian Woodford])

BALANCE: £15,327.70 - (Available Funds less Orders for Payment)

9. Village Walk Around, feedback.

KB reported a thorough and positive Village Walk Around with Ivan Crome, new Local Area Technician and Cllr Paul Irwin. 13 action points were raised regarding footpath defects, potholes and road repairs. Works will commence soonest. **ACTION: CLERK to request immediate attention on Category 1 potholes, some of which have appeared since the December visit.**

10. Jim Hayward Memorial Bench

The bench has now been delivered. **ACTION: KB/SA to lay concrete base and liaise with Chris Blumer for exact location. Ceremony of installation of Jim's bench to be made in early Spring, possibly Saturday 5th March in conjunction with Item 11.**

11. Village Tidy Group/Clean for the Queen (Friday 4th to Sunday 6th March 2016)

Councillors agreed date for Clean for the Queen as Saturday 5th March 2015. Time tbc. **ACTION: KB to publicise date in Village Voice. CLERK to promote on website. KB to produce flyer. All to help circulate.**

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12. Her Majesty's Royal Garden Party at Buckingham Palace (Thursday, 19th May 2016).

Nomination form. It was felt the Parish Council wouldn't meet the criteria for nomination (KB has already attending a Royal Garden Party and other Councillors are newly elected).

13. Playground Repairs, update from LS

In Lorraine Steven's absence, KB reported progress. Quotation received for removing existing chips and timber edging and supplying and laying grass matting in swing area. Councillors agreed additional quotes would be useful – 1) cost to replace chips with new playground quality chips in swing area and 2) to replace chips in whole playground. **ACTION: LS to obtain additional quotes.** Application to be made to AVDC Community Chest. **Note: The Community Chest project grant requires a minimum total project cost of £10,000.**

14. Devolution Tranche 2, update and costings

One quotation received for devolved services in Cuddington. Whilst CPC has made an expression of interest to devolve services (though has stressed this is not a final commitment) it was agreed that further research and additional quotations are required. Councillors also felt the grant allocation versus BCC continuing its services outweighs the benefits of devolving services and that it was too soon to enter into an agreement with BCC. **ACTION: KT/CLERK to obtain additional quotations from contractors for devolved services including Aylesbury Vale (who cut for Dinton).** **CLERK to also contact Haddenham Parish Council and Stone Parish Council for contractor details and ascertain grant allocation and cost of devolved services of these Parish Councils.**

15. Budget 2016/17 and Precept 2016/17 (return due Friday 22nd January 2016)

The Cities and Local Government Devolution Bill will significantly change how England is governed with devolution of national services. The impact of this (at present grass cutting, hedge trimming, sign cleaning etc.) together with costs such as the delivery of a neighbourhood plan, and ongoing projects (such as the playground and those identified with TAG 2) requires the Parish Council to raise additional finances. Councillors resolved to raise the precept from £11,000 to £16,000 for the financial year 2016/17. Whilst the percentage increase (shown on the bill) will be 42.66%, this equates to a rise from £38.83 to £55.39, an increase of approximately 32p per week (Band D). Payments will be made in two equal instalments (April 2016 and September 2016). A grant of £160.00 will be allocated 2016/17. There will be no grant allocated in 2017/18. **ACTION: CLERK to return Precept to AVDC.** Return due Friday 22nd January 2016. **CLERK to agenda Budget update for April meeting in preparation for Financial Report; to be circulated at Annual Village Meeting.**

16. Items for Information including

- Website. WebMail email addresses to operate for CPFA@cuddingtonvillage.com & TAG@cuddingtonvillage.com
- Annual Village Meeting – 18th April 2016.
- Road Closure Holly Tree Lane: 27/01/16 - 02/02/16 (due to new gas supply)
- Public Inquiry (Definitive Map Modification Order) - Monday 1st February 2016, Bernard Hall.
- **ACTION: CLERK to order dog bags. CLERK to research costs of new Notice Boards. CLERK to attend Planning Consultee Access Workshops – Thursday 21st January.**

17. Date and Time of Next Meeting:

Monday 8th February 2016, 7.30pm
Cuddington and Dinton School – Infant Site
Annual Village Meeting - Monday 18th April 2016, 7.30pm
Bernard Hall