

# DRAFT MINUTES

2016/09

**CUDDINGTON PARISH COUNCIL**  
**Draft Minutes of EXTRAORDINARY Parish Council Meeting**  
**held in Cuddington and Dinton School**  
**Friday 26th February 2016 at 7.00pm**

**PRESENT:** Ken Brown (**KMB**), Barbara Buckley (**BB**), Lorraine Stevens (**LS**), Ken Trew (**KT**), Andrew Vickers (**AV**), Venetia Davies (**Clerk**).

**Parishioners:** There were no Parishioners present.

**Parishioners Question Time**

- There were no questions.

**NB: Action points highlighted**

In the absence of Ken Birkby, the meeting was chaired by Ken Brown, Vice Chairman.

**1. Apologies for Absence**

Stuart Anderson (**SA**), Michael Edmonds (**ME**), Paul Irwin (**PI**)

**2. Declarations of Interest.**

There were none.

**3. Devolution Trance 2. To resolve if Cuddington Parish Council should enter the LOCAL COUNCIL DEVOLUTION SCHEME agreement with BCC in light of receiving a) a more detailed scope of works from BCC, b) grant allocation from BCC and c) pending decision/exact costings from Aylesbury Town Council.**

Following a site visit from Aylesbury Town Council where clearer understandings of the scope of works were informed, **Councillors resolved to enter the Local Council Devolution Scheme and engage Aylesbury Town Council as a Service Provider to ensure provision of Devolved activities.**

Allocated budget from BCC to Cuddington Parish Council agreed as:

a)	2016-2017	£423.22	1 <sup>st</sup> April 2016
b)	2016-2017	£423.22	1 <sup>st</sup> October 2016
c)	2017-2018	£846.43	1 <sup>st</sup> April 2017
d)	2018-2019	£846.43	1 <sup>st</sup> April 2018.

**ACTION: CLERK to:**

1. to send signed agreement (by Ken Brown and Ken Trew) by 3<sup>rd</sup> March.
2. engage Aylesbury Town Council as the Service Provider (direct contact: Steve Webb, Grounds Manager, Aylesbury Town Council, [steve.webb@aylesburytowncouncil.gov.uk](mailto:steve.webb@aylesburytowncouncil.gov.uk)/01296 425678).
3. inform Parish Council insurers of involvement in the Devolution Scheme (public liability indemnity of £10,000,000 is in place).
4. co-ordinate and manage the service delivery and act as the initial point of contact in relation to the Agreement and inform Jacqueline Austin-Lavery, Bucks County Council Representative, of these arrangements.
5. put in place a process to ensure that formal complaints received with reference to the Devolved Functions are recorded, monitored and managed appropriately.
6. Ensure CPC shares Annual Report (by 31<sup>st</sup> March each year) with BCC and include (how many complaints have been handled and how CPC has expended the Devolved Funding).

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**Note:** Aylesbury Town Council (ATC) to received allocated budget. This will allow for 4 cuts (areas on the BCC map) per annum from an annual grass cutting budget of £372.83 equating to £93.20 per cut. Remaining funds will be spread amongst other works – hedge cutting, siding out of paths and cleaning of signs. ATC to inform Clerk cost of each item and notify when limit has been reached.

**ACTION: CLERK** to agenda review of grass cutting on Parish greens for March meeting.

#### 4. Date and Time of Next Meeting:

**Monday 14<sup>th</sup> March 2016, 7.30pm  
Cuddington and Dinton School – Infant Site**

**Annual Village Meeting - Monday 18<sup>th</sup> April 2016, 7.30pm  
Bernard Hall**