

DRAFT MINUTES

2016/15

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

PRESENT: Ken Birkby (**KB**), Ken Brown (**KMB**), Barbara Buckley (**BB**), Lorraine Stevens (**LS**), Ken Trew (**KT**), Venetia Davies (**Clerk**).
Cllr Judy Brandis.

Parishioners: There were 2 Parishioners present.

Parishioners Question Time

- Jeremy Galpin enquired as to progress over repairs/solutions to eroding verges on sides of main roads, thought largely due to large agricultural vehicles (and not only HGV vehicles). **ACTION: CLERK** to chase Cllr Paul Irwin, Deputy Cabinet Member for Transportation re assessing Bridgeway and suggest remedial works if possible. A meeting between Transport for Bucks(TfB) and Ashendon, Chearsley, Westcott and Cuddington Parish Councils is being arranged to discuss this wider issue. **ACTION: PI** to arrange.

NB: Action points highlighted

1. Apologies for Absence

Stuart Anderson (**SA**), Andrew Vickers (**AV**), Brian Foster (**BF**), Angela Sanderson.

2. Approval of Minutes: Monday 14th March 2016

Amendment made to Item 10. War Memorial and Memorial Garden as requested by Jennifer Schram de Jong. Draft Minutes were then accepted as a true record and signed by Chairman KB.

3. Matters Arising from previous Minutes/Extraordinary Minutes

- **Willow works and ditching adjacent to sewage works.** Works to clearing of willows now complete. Footpath is wider and more open.
- **Community Defibrillator.** Maintenance contract in place at a cost of £300 per unit. **ACTION: CLERK** to list on Orders for Payment, May meeting. Councillors agreed to purchase "key pad" doors at a cost of £150 per unit. **ACTION: BB** to order "key pad" doors and also ascertain installation costs from electrician. Councillors also agreed to meet cost of "airway assembly packs" purchased by Cuddington Sunshine Club (as listed on Orders for Payment below). Demonstration of resuscitation and defibrillator to take part at Annual Village Meeting.
- **Jim Hayward Memorial Bench**
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 Spring.
- **Cuddington and Dinton School Hall, to discuss alternative public meeting venue for Parish Council.** Due to insurances/key holder processes, Cuddington Parish Council is requested to find alternative public premises for Parish Council meetings. **ACTION: CLERK/KB** to arrange and negotiate rate with Booking Secretary/Trustees of Bernard Hall.
- **Playground Repairs.** Additional quotation received for removal of bark and grass matting. **ACTION: LS/CLERK** to apply to AVDC Community Chest Project grant for funding. Repairs to be made and additional works to be completed depending on grant awarded. Funding from Fete to go towards replacement roundabout later.
- **Footpaths.** Meeting between Daniel Crawford, Doug Kennedy and KMB
- **Nicholas Almond Trust.** **ACTION: CLERK** to retrieve archived file for JSdJ.
- **Clerk's Hours.** **ACTION: CLERK** to agenda for June.
- **Best Kept Village.** **ACTION: CLERK** to submit Entry Form. Call for Volunteers to be made.

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4. Declarations of Interest

KT declared a pecuniary interest in the Town & Country Planning Act 1990 Appeal By: Mr & Mrs S Munger. LS declared a personal interest

5. Planning

- **Town & Country Planning Act 1990 Appeal By: Mr & Mrs S Munger.** Site: Land to Rear Of Spicketts, Frog Lane, Cuddington. Proposal: Removal of existing garage and outbuilding. Erection of one single storey dwelling with basement and a new access. Comments to Planning Inspectorate within five weeks of appeal start date (appeal start date: 15th March 2016).

Councillors reiterated the reasons for opposing the application. **ACTION: CLERK to send comment reiterating this on line at www.planningportal.gov.uk/pcc by 19th April 2016.**

6. Correspondence including email from Aylesbury Vale Association of Local Councils – Minutes of meeting and request for contribution of £25.00 donation for AVALC for financial year 2016-17 and email from BCC re Cuddington - Devolution T2 Signed Agreement.

Due to increasing financial commitments, Councillors resolved not to donate to AVALC.

Signed agreement for T2 Devolution now complete. Aylesbury Town Council (ATC) will

commence grass cutting in April. **ACTION: CLERK to request letter/terms of engagement from ATC.**

7. Contributions from AVDC and BCC Cllrs including update on Community Transport/Bus Scheme.

Cllr Judy Brandis commented on the issues surrounding possible plans to reduce the number of councils in the county from five to one or two Unitary Authorities in Buckinghamshire. In the absence of PI, the update on Community Transport/Bus Scheme will be commented on at a future meeting.

8. Finance

a. Balance from Minutes of previous meeting (8th February 2016): **BALANCE: £14,375.32**

- Receipts: £508.00 (CPFA Mower)
- Debits: £0.00
- Plus unrepresented cheques: £0.00
- **Balance of Bank Account: £14,883.32** (as at 5th April 2016).
- **Available Funds: £14,883.32** (balance of bank account less unrepresented cheques)

b. Orders for Payment: **£840.94**

- **Venetia Davies - £294.84** (28 hours) and **£6.60** (12 x 2nd class postage stamps)
- **Simon Brown - £165.00** (grass cutting 27.02.16, 14.03.16 and 29.03.16)
- **Carl Small - £210.00** (Tidy to play area £150.00, grass cutting £60.00 - 01.02.16 and 22.03.16)
- **D R Bradbury - £31.50** (for purchase of plants and bulbs)

CPRE - £36.00 (Membership Fee 2016) **ACTION: CLERK to circulate details.**

- **Society of Local Council Clerks - £77.00** (Membership Fee 2016)
- **Bucks Best Kept Village Competition - £20.00** (Entry fee for Best Kept Village)

BALANCE: £14,042.38 - (Available Funds less Orders for Payment)

Councillors also agreed:

- **Cuddington Sunshine Club - £69.00** (Purchase of Airway pack for Defibrillators).

BALANCE: £13,973.38 - (Available Funds less Orders for Payment)

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c. **Appointment of new Internal Auditor**

ACTION: CLERK to approach Matt Giorgi to provide the internal audit role for the Parish Council.

d. **Budget**

The budget was circulated and updated. **ACTION: CLERK** to circulate at AVM.

9. Annual Village Meeting, to discuss final arrangements.

Topics agreed to include Housing Development, Neighbourhood Plans, TAG 2, Expenditure and a demonstration of the Defibrillator. Contributions from District Councillors and Parishioners - Helen Keeping (Village Voice), Marcus Bolton (Bernard Hall and The Village Picture House), Chris Long (Website), Jo Goodson (Village Fete), John Luckett (CPFA), Richard Winnicott (Cuddington and Dinton School), Angela Sanderson (Footpaths), Sue Jones, PSCO. **ACTION: KB/CLERK** to meet to discuss final arrangements.

10. LAF, feedback from Haddenham & Long Crendon LAF (22 March, 6.30pm), Cllr KMB.

11. TfB meeting about Dinton Crossroads to Cuddington Speed Limit Review (6 April), Cllr KB and Cllr KMB.

Item 10 and Item 11 were discussed in unison. General appraisal for Speed Limit received. The request does not meet the criteria for a 30mph or 40mph limit along section of road as set within the DfT guidelines. However, a 50mph limit would be supported by TfB subject to the outcome of public consultation. The total project cost is in the region of £11000 (now reduced from £16800) – the LAF has agreed to pay £7500. The additional cost of £3500 would need to be shared equally with Dinton with Ford and Upton Parish Council – approximately £1750 each. Councillors agreed to commit £2,000 from the CPC Project Budget. **ACTION: KB** to inform PI and TfB.

12. War Memorial and Village Planting, review.

ACTION: LS to obtain quote from Parishioner Michael Collins, for turf and stone works to war memorial to enable lower maintenance.

13. Queen's 90th Birthday Celebrations, to discuss request for funding from Church for floral display.

Councillors resolved to donate £100 towards the purchase of flowers for the Queen's 90th Birthday. **ACTION: CLERK** to list on Orders or Payment/May meeting. **KB** to inform Peggy Cattell.

14. Children's Summer Play Scheme, to discuss providing funding for similar activity as 2015.

Whilst the Parish Council initiated an alternative play scheme last year (match funded by PI Leader Fund), it was agreed that the Parish Council should be approached by Parishioners if a donation for a similar scheme is required.

15. Village Notice Boards, quotations from Clerk.

It was agreed that the existing posts and boards should be refurbished rather than further explore the purchase of two new oak Notice Boards. **ACTION: KB** to assess works and provide costings.

16. Items for Information including:

- **Transparency Funding for smaller Councils.** Awaiting outcome of application for computer support.
- **Devolution Safety Overview, 13 April, 4pm,** **ACTION: LS & Clerk** to attend.
- **Aylesbury Vale Village Pub Competition 2016. Closing date for nomination, Friday 6th May.** **ACTION: LS** to enquire if the Crown PH has been nominated.

17. Date and Time of Next Meeting:

Annual Village Meeting: Monday 18th April – Bernard Hall
Annual General Meeting: Monday 9th May 2016: BERNARD HALL