

DRAFT MINUTES

2016/38

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting held in The Bernard Hall
Monday 10th October 2016 at 7.30pm

PRESENT: Ken Birkby (KB), Ken Brown (KMB), Stuart Anderson (SA), Barbara Buckley (BB), Lorraine Stevens (LS), Ken Trew (KT), Andrew Vickers (AV), Venetia Davies (Clerk and RFO).

Parishioners: There were 5 people present including Cllr Judy Brandis (JB) and Cllr Paul Irwin (PI)

Parishioners Question Time

- Angela Sanderson asked if it would be possible for the Parish Council to meet on an alternative day (than the second Monday of the month) to prevent the clash with the gardening club meeting. This was reiterated in a letter from Jennifer Schram de Jong asking the Parish Council to review its decision and to consider using the CPFA clubhouse as a venue. Councillors were amicable to changing the date (to the **last Monday in the month**), subject to the Bernard Hall being available. It was agreed however that the clubhouse would not be a suitable venue due to its layout. It is also a licensed premise. **ACTION: KB to obtain suitable dates from Zoe Gibson, booking secretary of the Bernard Hall.** Angela and Charles also expressed an interest in becoming members of a potential working party to liaise with developers for large planning applications.

NB: Action points highlighted

1. Apologies for Absence

There were no apologies.

2. Approval of Minutes: Monday 12th September 2016

Draft Minutes of the above meeting were accepted as a true record & signed by Chairman KB. Councillors thanked Ken Trew for compiling the detailed planning objections on the Rectory Home application – 16/02977/APP.

3. Matters Arising from previous Minutes (Monday 11th July 2016)

- Dog Fouling.** **ACTION: KB to relocate dog bag green dispenser near to red dog waste bin in Frog Lane.**
- Village Notice Boards.** **ACTION: KB to attached Notice Board on wall of burial ground.**
- Dinton Crossroads to Cuddington Speed Limit Review.** Cuddington Parish Council will be providing £1608 toward taking the scheme forward. TfB has anticipated that the scheme will be completed during this financial year, pending no complications through the consultation process. **ACTION: CLERK to continue to monitor.**
- Surface of Road at King's Cross.** Haddenham PC has confirmed roadworks will commence shortly (October).
- Pedestrian access to the 280 bus service.** **ACTION: KB/SA to survey.**
- Pruning of Cherry Trees along Dadbrook.** **ACTION: KB to assess.**
- Water in Church Street.** Job raised by TfB to install a new gully and clean in Lower Church Street. Due to budgets TfB can no longer carry out repairs to drainage system but this is now with the Schemes Delivery Team at BCC.
- Parish Council Contractors.** **ACTION: KB to issue Risk Assessments to Simon Brown and Carl Small w/e 14th October.**
- Standing Orders and Code of Conduct.** **ACTION: KB/KMB/CLERK to finalise 3rd draft and circulate for approval and agenda for resolution at November meeting. CLERK then to agenda review of above at AGM 2017.**
- Neighbourhood Plan.** Councillors agreed to wait for the results on comments on the Vale of Aylesbury Local Plan before discussing further the creation of a Neighbourhood Plan. **ACTION: KB to obtain, if possible, copies of 3 Neighbourhood Plans in Buckinghamshire.**

DRAFT MINUTES

2016/39

- **Parish Council insurance.** AV has reviewed the Parish Council insurance in line with the Risk Assessment. As before, the War Memorial is not included. **ACTION: CLERK to chase quotation.** Also, street furniture is not insured to its full asset value. **ACTION: CLERK to request Came and Company raise the value by £2,000.**
- **Bernwode Bus - Community Transport Scheme.** Survey completed with LS, Liz Davies and Sunshine Club Members. LS expressed her thanks to Liz Davies for her support in helping to complete the survey.

4. Declarations of Interest

There were no interests declared.

5. Planning

- **16/03310/APP – Hesleden, Spurt Street, Cuddington, HP18 0BB**
First floor side extension above garage/utility, two storey front extension and first floor extension above front wing. Case Officer: Mrs Rebecca Jarratt. Comments by: 14th October 2016. **ACTION: CLERK to return NO OBJECTIONS to AVDC.**
- **Working with Developers,** to consider setting up a working party to liaise with developers. It was agreed to monitor the response from Rectory Home to application 16/02977/APP and continue to develop a rapport with Rectory.

6. Correspondence

Letter from Jennifer Schram de Jong, Chairman of the Gardening Club received and discussed under Parishioners Question Time.

7. Contributions from AVDC and BCC Cllrs

Cllr JB informed Councillors that AVDC has introduced new housing grants for residents who need assistance to make improvements to their homes. The grants provide support to disabled people, older people and vulnerable households ([more details at: www.aylesburyvaldc.gov.uk/section/housing-grants](http://www.aylesburyvaldc.gov.uk/section/housing-grants)). JB enquired the date for Cuddington's Remembrance Service. The service will take place on Sunday 13th November. **ACTION: CLERK to arrange wreath with Jennifer Schram de Jong. KB to attend service.** PI will deliver a wreath from the County Council. **ACTION: PI to arrange delivery of BCC wreath.** Cllr PI informed Councillors that the Bernwode Bus (which has wheelchair availability) would be in service within the next couple of weeks and said that funding has been secured for this service for one year. The Parish Council agreed it would be a useful asset for Cuddington parishioners, for example, for transport to Thame Market on a Tuesday morning. **ACTION: PI to email information on Bernwode Bus for promotion in Village Voice and on website.** Councillors thanked Paul Irwin and Dave Smith, LAT, for the recent repairs to the pavement on Spurts Lane (outside and beyond Linnets). The path from the A418 towards Cuddington was noted as being very overgrown. Although in the parish of Dinton, PI will arrange for it to be cut. The 30mph signs coming into Cuddington from all directions are also over grown. **ACTION: PI to arrange for cuts to footpath and 30mph signs.**

8. Finance

- a. **Balance from Minutes of previous meeting** (8th August 2016): **BALANCE: £17,649.01** (includes approved payment: Mr Mend - £63.00 (Leslie Jole replacement plaque))
 - **Receipts: £8,000** (Precept Payment)
 - **Debits: £0.00**
 - **Plus unrepresented cheques: £90.00** (Carl Small £75.00, Bernard Hall Committee £15.00)
 - **Balance of Bank Account: £25,739.01** (as at 5th October 2016)**Available Funds: £25,649.01** (balance of bank account less unrepresented cheques)

DRAFT MINUTES

2016/40

b. Orders for Payment: **£706.40**

- **Venetia Davies - £336.96** (September)
- **Venetia Davies - £19.44** (Laminating pouches, paper, 2nd class stamps)
- **Simon Brown - £275.00** (Grass cutting – 5 cuts @ £55.00: 5,12,19, 26.09.16 and 03.10.16)
- **Carl Small - £60.00** (Children's play area – 2 cuts @ £30.00: 08.09.16 and 23.09.16)
- **Bernard Hall Committee - £15.00** (September)
- **BALANCE: £24,942.61** (Available Funds less Orders for Payment)
- **Note:** Also approved **Mazars LLP - £150.00** (£125.00 + VAT £25.00)
- **BALANCE: £24,792.61**

c. Audit

The Clerk informed Councillors that the Audit for 2015/16 has been concluded and the statement of accounts now published. These are available on the website.

d. Pension auto enrolment obligations (to commence on 1st February 2017)

Councillors agreed to JE accountants (who administers the Parish Council payroll) to administer the pension auto enrolment obligations. **ACTION: CLERK to inform JE Accountants and obtain details of the Government backed scheme NEST. CLERK to agenda for November meeting.**

e. Devolved Services

The Clerk informed Councillors that the October 2016 payment (£423.22) for delivering devolved services had been paid directly to Aylesbury Town Council from BCC. **ACTION: CLERK to remind Councillors of works included in Devolution agreement.**

9. Parliamentary Boundary Review 2018

Councillors agreed not to comment.

10. BCC workshop Community Infrastructure Levy and Section 106 Agreements

Councillors agreed to the suggested infrastructure priorities put forward by KT but requested that the footpath along Dadbrook be listed as the first priority. A priced "wish list" from the School has also been requested. **ACTION: CLERK to submit to Andrew MacDonald.**

11. CPFA and Dog Fouling, Cllr LS

LS updated Councillors with points raised at the recent CPFA meeting.

- The Committee has removed the litter bin as it is felt the emptying of it is outside the Clubhouse responsibility. LS has suggested it be reinstated but re-sited to a more accessible location. As the refuse is generated by clubhouse users, Councillors were of the opinion that the bin should be the responsibility of the CPFA. **ACTION: LS/KB to attend next CPFA meeting on 26th October 2016 to discuss.** The litter bin on the children's playground remains unemptied. **ACTION: CLERK to inform AVDC.**
- Due to persistent dog fouling on the playing field, the CPFA are considering a dog ban within 2 months if conditions don't improve. LS requested clarification around the CPFA being able to enforce a dog ban without the consent of the Parish Council. It was agreed that a dog ban is difficult to enforce. Cllr JB stressed that dog fouling on a playing field must be picked up and informed Councillors that AVDC dog wardens can offer support by random checks on public land hit by dog fouling. JB also mentioned the development of a 'green dog scheme' and suggested neighbouring Parish Councils should meet to discuss. **ACTION: JB to send details to LS/Clerk.**

DRAFT MINUTES

2016/41

12. Items for Information

- **LAF meeting – 15th September 2016.** KMB outlined discussion points at the recent LAF meeting which included car parking issues at Haddenham station and a new Sentinel speed watch equipment (operational by just one person). PI informed the meeting that this equipment is also available for hire from Waddesdon LAF. **ACTION: KB to inform Chris Blumer for TAG 2 and suggest use with neighbouring villages.**
- **TfB Autumn/Winter Conference** - 1 November 09:00 to 14:00, AVDC, The Gateway, Aylesbury. PI will be outlining the works of the HGV traffic survey (across the villages of Ashendon, Chearsley, Cuddington and Westcott) at this meeting. **ACTION: PI to suggest dates for new HGV working party meeting.**
- **Single unitary authority.** Councillors noted Bucks County Council vote approving the business case for a single unitary authority in the county.
- **Representatives of Bucks County Council** to attend meeting (12/12/2016) to discuss proposals for streamlining/modernising local government in Buckinghamshire.
- **ACTION: CLERK to allocate 30 minute time slot and inform representatives.**

13. Date and Time of Next Meeting:

Monday 14th November 2016 at 7.30pm: BERNARD HALL