

# DRAFT MINUTES

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**CUDDINGTON PARISH COUNCIL**  
**Draft Minutes of Parish Council Meeting held in The Bernard Hall**  
**Monday 14<sup>th</sup> November 2016 at 7.30pm**

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

**Parishioners:** There were 3 parishioners present including Cllr Judy Brandis (JB)

**Parishioners Question Time**

**NB: Action points highlighted**

**1. Apologies for Absence**

Ken Trew (KT) (at AVDC meeting) Michael Edmonds (ME), Paul Irwin (PI).

**2. Approval of Minutes: Monday 10th October 2016**

Draft Minutes of the above meeting were accepted as a true record & signed by Chairman KB.

**3. Matters Arising from previous Minutes (Monday 10<sup>th</sup> October 2016)**

- **Village Maintenance/Administration. Outstanding jobs:**
  1. Attached Notice Board to wall of burial ground.
  2. Survey of pedestrian access to the 280 bus service.
  3. Pruning of Cherry Trees along Dadbrook.
  4. Chase quotation for War Memorial
  5. Issue Risk Assessments to Simon Brown and Carl Small.
  6. With permission of neighbouring villages, circulate copies of Neighbourhood Plans to Councillors.
  7. Liaise with PI to ensure cuts to footpath and overgrown 30mph signs **are carried out.**
  8. Consider Pension auto enrolment obligations.
  9. Obtain dates from PI for use of new Sentinel speed watch equipment.
  10. Dog Fouling. If the problem doesn't resolve, CPFA and PC will consider further action. Signs to be issued on Notice Board and in Village Voice/Website.
- Parish Council Insurance. Street furniture now insured to full asset value of £18,891.04 (an increase of £2,000). This change has increased the Total Risk Sum Insured to £33,090.99. As the annual additional premium for the amendment is a modest £9.46, including Insurance Premium Tax (IPT), the policy has been amended but charged deferred until the new renewal date on 1<sup>st</sup> October 2017.
- Devolved Services. Signed Agreement with Aylesbury Town Council includes the following. **ACTION: CLERK to arrange meeting with Steve Webb, Aylesbury Town Council for review of service.**
  1. Cutting of verges up to 7 times a year with the possibility of 2 more but at the Parish Council's expense
  2. Cuts on Hedges, if owned by BCC, "siding out" of road side if paths owned by BCC
  3. Weed spraying 2 times a year of verges (weather conditions permitting)
  4. Footpaths/Rights of way again owned by BCC once a year
  5. Cleaning of road signs (repairs or replacement by BCC).

**4. Declarations of Interest**

There were no interests declared.

**5. Planning**

- **16/03885/APP – Wychen, Spurt Street, Cuddington, HP18 0BB**  
Extension to existing outbuilding. Case Officer: Mr Amit Patel. Comment Date: 2.12.16  
Councillors were not against the principle of an extension to the existing outbuilding. However, the design is not appropriate for the conservation area. The proposed two windows to be inserted through the historic Wychert wall are unacceptable, as the wall forms an important aspect of the conservation area from the east approach. The wall is not an integral part of the structure of the building, even though the roof oversails it.

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In addition, the modern lantern roof-light of the proposed extension would be clearly visible above the wall and would also detract from the view into the conservation area, as above.

**ACTION: CLERK to return OPPOSES the application to AVDC.**

- **16/02977/APP Land to rear of Great Stone House.** Erection of 7 dwelling houses. Extension of determination date to 12<sup>th</sup> December 2016 noted. Confirmation that Parish Council will speak at Committee meeting sent.

### 6. Dinton Crossroads to Cuddington Speed Limit Review

Councillors noted progress towards formal consultation and agreed to the undertaking of printing and delivery of formal consultation letters to local properties. **ACTION: CLERK to issue letters to local properties pending TfB liaising with legal services for a consultation date.**

### 7. Correspondence

- Alan Marsh, Treasurer Cuddington Parochial Church Council requesting annual grant for the upkeep of the churchyard at St Nicholas' Church. **ACTION: CLERK to agenda for December budget meeting.**
- Councillors noted Ken Birkby's letter to John Bercow MP opposing the possible capping of local councils precept increases (at 2% maximum) or a referendum if above; and a reply from John Bercow raising this with the the Dept for Communities and Local Govt.

### 8. Reports from Councillors attending meetings and outside organisations including TfB

- Autumn/Winter Conference (01.11.16). Clerk reported on conference and HGV presentation made by John Howard, Cllr for Chearsley (member of HGV Traffic Group) asking BCC how it can address the deep concerns over HGV traffic, particularly regarding safety to residents and heavy damage to village verges.
- Local Area Forum (09.11.16). KMB reported on meeting which discussed reduction in number of houses in VALP, New Home Bonus (met), Precept Capping, Sheerstock parking for Haddenham train station, and LAF priorities.
- Greatmoor Energy (10.11.16). LS and KB reported on an impressive tour of this 'energy from waste' plant which generates electricity to fuel 33,000 houses. **ACTION: LS/KB to prepare article for Village Voice.**

### 9. Contributions from AVDC and BCC Cllrs

Cllr Judy Brandis updating Councillors on the concerns over Sheerstock/Haddenham train station parking. Arriva is considering stopping its bus service as a result. VALP: The Housing and Economic Development Needs Assessment has been revised and has lowered. The net effect is that Aylesbury Vale's overall housing need is now 26,800 or 1,340 per annum, a reduction of just over 6,000 houses. The timetable for bringing the final Vale of Aylesbury Local Plan to council meetings will shift by around eight weeks, to March next year. In addition to updating Town and Parish Councils on the VALP, AVDC were hosting an evening on options for modernising local government.

### 10. Finance

- **Balance from Minutes of previous meeting** (10<sup>th</sup> October 2016): **BALANCE: £24,942.61** (less Mazars £150.00). **BALANCE: £24,792.61**
  - **Receipts:** £0.00
  - **Debits:** £0.00
  - **Plus unpresented cheques:** £75.00 (Carl Small)
  - **Balance of Bank Account: £24,867.61** (as at 3<sup>rd</sup> November 2016)**Available Funds: £24,792.61** (balance of bank account less unpresented cheques)
- a. **Orders for Payment: £1,056.26**
  - **Venetia Davies - £346.41** (£336.96 – October and £9.45 travel)

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- **Venetia Davies - £384.85** (Computer equipment covered by Transparency funding £445.00)
- **Simon Brown - £205.00** (Grass cutting – 3 cuts @ £55.00: 10.10, 21.10, 31.10 and seeding and dressing of damaged areas on triangular green £40 - 26.10.16)
- **Carl Small - £30.00** (Children's play area – 1 cut @ £30.00: 06.10.16)
- **Bernard Hall Committee - £15.00** (October)
- **The Playground Inspection Company Limited - £75.00** (62.50 + 12.50 (VAT). Annual inspection.  
**Also approved: Royal British Legion - £60.00** (donation for remembrance wreath)  
**BALANCE: £23,676.35** (Available Funds less Orders for Payment)

- b. **Budget.** The budget up to and including 14<sup>th</sup> November was circulated. **ACTION: Cllrs to consider for December budget meeting. KB and Clerk/RFO to meet prior.**
- c. **Precept.** The Parish Tax Base figure for 2017/18 was noted as £285.50 and the precept request submission date as **Friday 20th January 2017.**

### 11. Playground Inspection

LS reported on inspection. Those items of moderate risk will be addressed in the scheduled repairs to playground. LS confirmed funding secured from Fete and Community Chest. Additional monies required for painting of items and repairs to slide (these covered in contingency budget). Working party required for painting in Spring.

### 12. Website

The possibility of a 'planning tracker' where planning applications are automatically uploaded to the website is being explored. An additional charged to the hosting fee (£36 plus VAT per annum) was noted and is within budget. The provision of a telephone and broadband connection in the Bernard Hall was discussed. This would allow viewing of planning applications on an overhead projector. **ACTION: CLERK to liaise with Chris Long and Bernard Hall Committee.**

### 13. Standing Orders and Code of Conduct, to approve and adopt.

Standing Orders and Code of Conduct (one small typo to amend) were approved and adopted. **ACTION: CLERK to agenda review of above at AGM 2017.**

### 14. Items for Information

- **Future of local government & Vale Aylesbury Plan Update Meeting, 14/11/16.** KT attended and will circulate content. **ACTION: KT to provide feedback on behalf of Cllrs.**
- **3<sup>rd</sup> HGV Traffic Watch, 25<sup>th</sup> November 2016 – 8am-4pm.** Volunteers needed.
- **Invitation to BCC workshop for Town and Parish Councils, 12th December 2016 for Clerks from (12.30-1.30pm) and for Councillors (from 2pm-7pm).** **ACTION: CLERK to contact BCC to bring to attention its attendance at Cuddington Parish Council meeting on evening of 12<sup>th</sup> December 2016 (below).**
- **Streamlining/modernising local government in Bucks.** BCC to attend Cuddington Parish Council meeting on 12/12/16. Chearsley Parish Council to also attend.
- **Garage sites at Welford Way.** To note site is on rolling 3-4 year programme of works to include the replacement of roof, new doors, guttering and fascia's.
- **BCC budget consultation.** Residents and communities encouraged to take part in survey at [www.bucksc.gov.uk/budget](http://www.bucksc.gov.uk/budget).
- **Christmas Tree.** **ACTION: KB to source and contact Helpful Hirings for ladder.**
- **Fly Tipping, on bridleway, off Bridgeway** KB has reported to BCC.

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

**Monday 12<sup>th</sup> December 2016 at 7.30pm in Bernard Hall**

From January 2017, the Parish Council will meet on **the last Monday of every month** (or the 4<sup>th</sup> Monday in the event of a Bank Holiday Monday).