

DRAFT MINUTES

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CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in The Bernard Hall** **Monday 30th October 2017 at 7.30pm**

PRESENT: Ken Brown (**KB**), Lorraine Stevens (**LS**), Ravern Stevens (**RS**), Ken Trew (**KT**), Andrew Vickers (**AV**), Venetia Davies (**Clerk and RFO**).

Parishioners: There were 6 parishioners present including Cllr Judy Brandis, AVDC (**JB**)

Chair: Ken Brown (KMB) chaired the meeting.

Parishioners Question Time

- Reasons seeking planning permission were given by the Applicant for planning application **17/03840/APP**. A Parishioner asked if 'Slow Down for Horses' signs could be installed near Low Lane and ask for contact details of Cuddington landowners. **ACTION: KB to provide list of landowners.** Speed signs in Low Lane (permitting a legal limit of 60mph) were briefly discussed together with the repositioning of the 30mph speed sign entering the village from Aylesbury. **ACTION: CLERK to agenda for further discussion at November/December meeting.**

NB: Action points highlighted

1. Apologies

Ken Birkby (**KB**), Richard Stanczyk (**RTS**), Cllr Paul Irwin, BCC (**PI**)

2. Approval of Minutes – Monday 25th September 2017

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

3. Matters Arising from previous Minutes

- Maintenance/Administration.** Prune **Cherry trees** along Dadbrook, **Cuts** to footpath and overgrown 30mph signs. **Footpath map.**
- Defibrillator demonstrations (evening, Saturday and daytime).** Liz Davies has confirmed the defibrillators, supplied by the British Heart Foundation, came with dummies and DVDs. Whilst unable to do further demonstrations, Liz has suggested contacting Richard Kendall, Haddenham, who provided the training defibrillator and enquire if trainers are available. Community Heartbeat (CHB) offer awareness training/demonstration at a cost of £250 for up to 50 people. **RS agreed** to be responsible for the governance of the Defibrillators and ensure the equipment is maintained correctly. **ACTION: CLERK to prepare article for Village Voice to initially gauge interest from Parishioners for further training sessions. CLERK to give information to RS for governance. To also chase electrician for repair of light on the Bernard Hall defibrillator.**
- Pedestrian access to 280 bus service (along Dadbrook Road).** **ACTION: PI to obtain quotation (from contractor who has conducted a site visit) and arrange site visits with two additional contractors.**
- Water on Dadbrook Road and safety concerns.** **ACTION: All to continue to report leaks to Thames Water. PI to advise treatment and also ownership of ditch for clearing.**

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- **Installation of mobility gates.** Installation will be completed by 31st October 2017. Further mobility gates are available.
- **Reforms to the Data Protection Act.** **ACTION: CLERK** to attend BALC training course – 14th March 2018.
- **Title of Village Green.** **ACTION: KB** to inform Councillors and Mr Woodford of response from Helen Francis, Interim Definitive Map and Local Land Charges Team Leader re inclusion of Greenways title on Register of Common Land, and, also from Land Registry.
- **Playground.** Grant of £150 kindly received from Village Fete towards purchase of new picnic benches. **ACTION: LS/KB** to produce a plan of works and apply for funding for a new bench from the new NHB Micro Grants of up to £1,000. An opening ceremony to be organised and a plaque with list of funders including Community Chest, Haddenham Beer Festival and Cuddington Village Fete.
- **Land for Churchyard.** Awaiting meeting date – CPCC.
- **Litter in Low Lane.** **ACTION: KB** to install sign discouraging litter.
- **Uneven footpath (due to tree roots) and low hanging branches of cherry trees in Swan Hill.** BCC to carry out repairs between now and April. **LS** has arranged working party for February for pruning of cherry trees and appealed for volunteers. The cherry trees along Dadbrook could also be pruned at this time. **ACTION: LS** to approach local tree surgeons to take away or chip. Risk Assessment to be produced.
- **Footpath Lower Winchendon 10B / Cuddington 1.** **ACTION: KB/CLERK** to monitor repairs to hand rails and boardwalk with Rose-Marie Gibbard.
- **Community Objectives.** **ACTION: CLERK** to agenda Community Objectives for November meeting. List to take advantage of any funds available directly or as a result of development or through other sources. To follow a similar format as the Community Infrastructure Levy (CIL) from AVDC. The list to identify broad costs and priority – short, mid and long term.
- **Parish Council Insurance.** **ACTION: AV** to ascertain with Came and Company the valuation of playground equipment.

4. Declarations of Interest

There were no interests declared.

5. Planning

- **Amended Proposals/Plans 17/02531/APP - The Lodge, The Green, Cuddington, HP18 0AN**
Demolition of redundant garage and erection of dwelling. Case Officer: Mrs Diana Locking 01296 585423. Comment Date: 31st October 2017 (extended for Paris Council comment).
ACTION: CLERK to return **OPPOSES** the application for the reasons given below:
Since the Parish Council commented on the initial planning application for the Lodge there have been modifications to the proposals to amend the building footprint and there have been written objections by the owner of the site access and two village residents. Whilst the Parish Council do not object to the principle of development on this site, however they support the residents' legitimate concerns about:

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- a) The height, size, bulk and scale of the proposed dwelling on the rural character and appearance of this part of the Conservation Area that lies at the edge of the village and the surrounding countryside
- b) The character and appearance of a large “executive style” dwelling
- c) The desirability of providing smaller, more affordable homes that help to create a balanced mix of housing within the village.

The Parish Council would prefer to see a smaller, more sympathetically designed building in this sensitive location with adequate provision for a green buffer with the adjacent countryside. If the application is considered by Committee, the PC will speak at the Committee.

- **17/03939/APP - 1 Dadbrook Close, Cuddington, HP18 0AH**
Erection of dwelling. Case Officer: Tom Cannon. Comment Date: 15.11.17
ACTION: CLERK to return OPPOSES the application. KT to draft response noting Officers’ requirement (design and access statement) for dwelling to be the same height as existing bungalow. To also comment on overlooking issues. CLERK to return. If the application is considered by Committee, the PC will speak at Committee.
- **17/03840/APP - Middle Path Cottage, Aylesbury Road, Cuddington, HP18 0AE**
Rear extension/conservatory and side annexe to existing bungalow. Case Officer: Bibi Motuel 01296 585163. Comment Date: 15.11.17
ACTION: CLERK to return NO OBJECTIONS to AVDC.

6. Correspondence, outside Agenda items

- **Vale of Aylesbury Housing Trust (VAHT).** Refurbishment of Welford Way Garage Block will commence early November 2017. Damon Woulfe, Garage Manager (Interim), VAHT has requested permission to enter the grave yard on Dadbrook to gain access to the rear of garages 1-5 to cut back ivy and other vegetation and to set up edge protection for the operatives working on the roofs. Permission has been given by Ken Tomes, Chairman of the Baptist Chapel and Graveyard.
- **Thames Water (TW).** Thames Water has agreed to change its rounds to the sewage site to Wednesdays (alongside the refuse collections) for its ‘sludge removal day.’ TW still require access to the sewage treatment works daily and has informed that if they need to respond with tankers, it could be any time of day and night in emergency situations. Alison Still, Community Safety Coordinator, Buckinghamshire Fire & Rescue Service (01296 744473 / 07920710597) has confirmed a drive by has been conducted and is not overly concerned with parking issues.

7. Reports from Councillors attending meetings and outside organisations

- **Reports on VALP Parishes Seminar (04.10.17)** had been circulated by AV to Councillors and discussed under Item 9.
- **Report on Neighbourhood Police Community Forum (NPCF)** had been circulated by RS. In summary, the NPCF will now be incorporated into LAF meetings. Priorities continue to be the reduction of burglary dwellings and tackling acquisition crime (including theft from motor vehicles and rural thefts). No specific crime hotspots were reported, and crime is significantly low in the area although there appears to be a small spike in crime post fete days. There is difficulty in recruiting PSCO’s. The main concerns of most present were

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speeding through villages. RS has requested an official Thames Valley Police speed watch sign be put up on both roads approaching Cuddington as a deterrent. Property marking sessions are available at any village on request.

8. Sentinel Speed Training Update

Came and Company has confirmed that its policy to add the sentinel speed equipment is under its blanket insurance policy even if only used on occasion. The additional premium is £16.19. Came and Company has deferred charging this premium until the next renewal date of 1st October 2018 on the assumption that the Parish Council does not require a new schedule to be issued at this time. The Sentinel Speed equipment value of £3,362.00 has been obtained from Haddenham PC. It will be registered on Cuddington Parish Council's asset register. Public Liability (to the value of £10m) is in place for roadside volunteers. LS requested the support of an additional Councillor for the speed equipment training (in Spring for approximately 10 volunteers) and assessment days. **KMB** and **RS** agreed to help. LS confirmed that there are 3 agreed sites to place the sentinel camera, as agreed with PC 5823 Tom Chalk.

LS/RTS/KMB/RS to compile risk/health and safety assessment and arrange training session for volunteers to develop into first observation. **CLERK** to inform Came and Company of training dates and speed assessment dates and to list equipment on Asset Register.

9. Vale of Aylesbury Local Plan

KT confirmed Cuddington still has an allocation of 21 dwellings. AVDC has corrected the names of the two sites and the plot areas. KT has produced an insert for the November issue of Village Voice seeking Parishioners comments on the VALP (via email to Clerk cuddingtonpc@gmail.com or by dropping at Village Shop). **ACTION: KT** to summarise Parishioner responses and produce first draft as basis of discussion at November meeting. **CLERK** to upload form on Village website and agenda for November meeting.

10. Contributions from AVDC and BCC Cllrs

Cllr Judy Brandis reminded the meeting that the VALP Public Consultation commences on 2nd November. Representations can be made, on the legal compliance and soundness of the plan using the online portal. Responses will be considered by an independent Inspector. LS highlighted the recent issues with the AVDC planning portal. Whilst notifications of consultations are emailed there is often a delay in plans being uploaded on the planning portal. In the case of planning application 17/03939/APP, the design and access statement was uploaded and then removed along with Parishioner representations. Judy agreed the service was poor and will raise with officers.

11. Parish Council Insurance

Councillors **agreed** to the addition of the War Memorial to the Parish Council insurance at a value of £20,000 for the sum of £94.60. **ACTION: CLERK** to inform Came and Company.

12. Remembrance Wreath and Christmas Tree

Parish Council's **agreed** to an increased donation of £60.00 (from £55.00) and to the purchase of a Christmas Tree. **ACTION: CLERK** to source.

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13. Finance

a. **Balance from Minutes of previous meeting (21st August 2017): BALANCE: £13,382.37**

- **Receipts: £10,500.00** (September 2017 Precept payment)
- **Debits: £0.00**
- **Plus unrepresented cheques: £0.00 (£15.00 Bernard Hall, £120.00 Carl Small)**
- **Balance of Bank Account: £24,017.37** (as at 17th September 2017)
Available Funds: £23,882.37 (balance of bank account less unrepresented cheques)

b. **Orders for Payment: £1,066.75**

- **Venetia Davies - £352.00** (October)
- **Venetia Davies - £42.67** (Postage stamps and toner)
- **Wicksteed Leisure Ltd - £10.08** (£8.40 + VAT £1.68) (Parts for playground rocking horse)
- **Trustees of Bernard Hall Committee - £15.00** (Hall hire - September Meeting)
- **Simon Brown - £220.00** (Grass Cutting 4 cuts @ £55 – 25/9, 2/10, 9/10, 18/10)
- **Carl Small - £80.00** (Cutting/Strimming - 2 cuts @ £40 – (24/9, 9/10)
- **JRB Enterprises - £137.40** (£114.50 + VAT £22.90) (Dog bags)
- **Royal British Legion - £60.00** (Remembrance Wreath)
- **Came and Company - £94.60** (War Memorial Insurance)
- **2D Print World - £55.00** (£45.83 + VAT £20.00) (Printing of VALP insert for Village Voice)
- **BALANCE: £22,815.62** (Available Funds less Orders for Payment)

Also approved:

- **Gommes Forge Ltd - £49.20** (£41.00 + VAT £8.20). BKV Plaque 2017
- **BALANCE: £22,766.42** (Available Funds less Orders for Payment)

14. Items for Information including Diary Dates

- **VALP – Public Consultation** – 2nd November to 14th December 2017
- **2018 Boundary Review** – Revised Proposals for new Parliamentary constituency boundaries – 17th October to 11th December 2017

15. Date and Time of Next Meetings:

Monday 27th November 2017 in the Bernard Hall 7.30pm
Monday 11th December 2017 in the Bernard Hall 7.30 pm

The Parish Council meet on **the last Monday of every month** (or the 4th Monday in the event of a Bank Holiday Monday).