

DRAFT MINUTES

2018/06

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting held in The Bernard Hall
Monday 26th February 2018 at 7.30pm

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

Parishioners: There were 10 parishioners present including volunteer residents who had expressed an interest in helping with developing the Neighbourhood Plan.

NB: Action points highlighted

Parishioners Question Time

1. Apologies

Richard Stanczyc, Cllr Paul Irwin (**PI**)

2. Cuddington Neighbourhood Plan

- An Application for the Designation of Cuddington Neighbourhood Plan has been submitted to AVDC (15th February 2018). There will be a four-week publicity period, closing on 16 March 2018 www.aylesburyvaledc.gov.uk/neighbourhood-planning-summary-and-live-consultations. Following this, AVDC will make the determination to approve Cuddington Neighbourhood Area (a maximum of 6 weeks from 15.02.18).
- Neil Holmer, Planning Consultant of O'Neill Holmer, who specialise in helping communities make a Neighbourhood Plan (NHP), gave a presentation on the key features, benefits and processes involved in a NHP. He highlighted the challenges, costings and funding and explained that whilst the Parish Council is the qualifying body, it can delegate most of the work across a Steering Group made up of 6-8 resident volunteers/Councillors. It was questioned what the selling point of a NHP would be if the Vale of Aylesbury Local Plan (VALP) was accepted prior to the Cuddington Neighbourhood Plan being 'made' - in that the NHP would not say anything different to the VALP. Mindful that the National Planning Policy Framework (NPPF) requires local planning authorities to identify and keep up-to-date a deliverable five-year housing land supply, the VALP would also be considered out of date soon after adoption. Neil stressed that the VALP will have a very short shelf life and that a NHP has one too. It highlighted the pressure on communities to think differently and stressed that housing should not dominate the NHP. It was agreed the presentation gave a greater insight into the process and value of a NHP. The next steps will be to apply for a grant, agree the programme and set-up the Steering Group. **ACTION: CLERK to agenda for March meeting and request copy of presentation by O'Neill Holmer.**

3. Approval of Minutes – Monday 29th January 2018

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

4. Matters Arising from previous Minutes

- **Village Maintenance/Administration**
 - Footpath Map (Angela Sanderson)

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- Defibrillator Light (**CLERK**)
- Sign for Litter in Low Lane (**KB**)
- Playground – Plan of Works, Funding, Opening Ceremony (**LS**)
- Water on Dadbook Road – treatment and ownership of ditch for clearing (**PI**)
- Uneven Footpath & Professional Pruning of Cherry Trees (Swan Hill & Welford Way) (**LS**)
- Pruning of Cherry trees along Dadbrook (**KB**)
- Online banking (**CLERK**)
- ‘Slow Down for Horses signs’/Steps to reduce speed - Low Lane (**PI**)
- Footpath Stile (in field behind Frog Lane) (**KB**)
- Footpath Lower Winchendon 10B / Cuddington 1. Works raised by BCC to replace boardwalk and rotten handrail. Works now weather dependant.
- Inclusion of Greenways title on Register of Common Land, and, also from Land Registry. (**KB/Helen Francis**)
- **Sentinel Speed Training Update.** **ACTION: LS/RTS/KMB/RS** to arrange training session for volunteers to develop into first observation in Spring with Risk/health & safety assessment. **CLERK** to inform Came and Company of training dates and speed assessment dates and to list equipment on Asset Register.
- **Defibrillator Awareness session. Saturday 10th March at 3pm-4.30pm.** **ACTION: KB** to door drop flyers. Attendance to be confirmed to the Clerk at cuddingtonpc@gmail.com. Invite to be extended to Dinton/Chearsley if necessary.
- **Drains at village crossroads** and inability to cope with winter rainfall. **ACTION: PI** to instruct investigation of drains.

5. Declarations of Interest

There were no interests declared.

6. Contributions from AVDC and BCC Cllrs

There were none. PSCO Sue Jones commented on the recent suspicious vehicles around the area looking for scrap. Parishioners can call the non emergency telephone number 101. Registration number of partial registrations are useful. Sue informed the meeting that a crime prevention and security marking event for power tools is taking place in Dinton and at Haddenham Garden Centre over the coming weeks.

7. Planning

- **17/04892/APP – Jaydan Cottage, Holly Tree Lane, Cuddington HP18 0BA**
Erection of single storey rear extension, replacement windows in timber, new flue to rear, new windows to side elevation, oak brackets to existing entrance canopy, widening of steps to existing entrance, removal of pipework from side elevation. Case Officer: Mr James Davis by 10 March. **ACTION: CLERK to return NO OBJECTIONS to AVDC**
- **18/00441/ALB - The Chestnuts, Upper Church Street, Cuddington, HP18 0AP**
Internal and external alterations, to include removal/adaptation of modern brick/block and stud partitions, provision of new stud partitions, altering extension roof adding rooflights, removal of rooflight and replacing other rooflight. Case Officer: Mr James Davis by 14 March. **ACTION: CLERK to return NO OBJECTIONS to AVDC**

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- **18/00391/ALB - Lower Farm Barn, Frog Lane, Cuddington, HP18 0AU**
Rethatching of Grade II listed barn changing the material and maintaining current design. Case Officer: Mr Adam Thomas by 15 March
ACTION: CLERK to return NO OBJECTIONS to AVDC

8. Land North of Aylesbury Road, Cuddington HP18 0BG (18/00137/APP)

- Following discussions with Rectory Homes, KB/KT presented revised plans which were submitted to AVDC on 12th February but had not appeared on the planning portal. It was thought this due to there being a new Case Officer, Neil Button, assigned to the application. A comment notification hadn't been received by the Clerk but it was thought the comment date was to be extended. Whilst Councillors agreed the amended plans have addressed most of the concerns on the Northern boundary (extra planting of 7 metre mixed trees, removal of some windows and redesign of internal layout to one house to have bathrooms along the northern face, with velux windows), Councillors agreed that pedestrian access and safety are still considered unsafe – the new amendments dealing with the physical nature of the crossing but not the wider point about traffic speeds on Aylesbury Road and pedestrian safety that the PC and residents have raised. KT informed the meeting that he has been liaising with BCC ref highways issues and BCC are aiming to contact the developer to discuss appropriate s106 commitments to address the wider safety issues related to the proposed pedestrian crossing. Councillors agreed that the northern boundary/overlooking issues had been resolved but wished to maintain an objection on highways grounds pending further clarification from BCC highways and/or the developer. **ACTION: CLERK to advise the planning officer and BCC highways of the outcome of the meeting and postpone a formal response to the amendments until they have been registered and a date provided by AVDC for the end of the consultation period.**
- D18/00137/APP – Land North of Aylesbury Road, Cuddington HP18 0BG. Councillors agreed that a sum of around £7,500 would be allocated to up-grading audio-visual equipment in the Village Hall, as this would be of benefit to all ages in the community. The remainder of the funding would be used for the upgrading of the playground equipment and the possible creation of new facilities for older children, which would require further s106/grant/village contribution. **ACTION: CLERK to return to Joe Houston, Parks & Green Infrastructure Officer: jhouston@aylesburyvaledc.gov.uk and establish if further detail is needed.**

9. Traffic Calming Study

It was agreed a Traffic Calming Study may become part of the Neighbourhood Plan or possibly stem from the Land North of Aylesbury Road application.

10. Correspondence

The following was noted:

- Representation made by Cuddington Parish Council in return to Vale of Aylesbury Plan confirmed as valid and registered (Rep ID: 344/345).
- Community Right to Bid - Cuddington Allotments. Nomination acknowledged (19th February 2018) and to now be consider by AVDC within 8 week period (w/c 9th April 2018).

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11. Reports from Councillors attending meetings and outside organisations

There were none.

12. Finance

a. Balance from Minutes of previous meeting (29th January 2018):

BALANCE: £18,694.27

- Receipts: £0.00
- Debits: £0.00
- Plus unpresented cheques: **£240.18** (£24.00 BH, £216.18 AVDC)
- **Balance of Bank Account: £18,934.45** (as at 12th February 2018)

Available Funds: £18,694.27 (balance of bank account less unpresented cheques)

b. Orders for Payment: **£554.89**

- Venetia Davies - **£374.00** (February and additional NHP action)
- Venetia Davies - **£104.33** (Stationery – Toners, Paper, Envelopes, Stamps)
- Trustees of Bernard Hall Committee - **£24.00** (Hall hire – January Meeting/heating)
- Trustee of Bernard Hall Committee - **£23.63** (Hall hire – Defibrillator Training)
- Ken Birkby - **£28.93** (Christmas Tree Lights – replacement bulbs)
- **BALANCE: £18,139.38** (Available Funds less Orders for Payment)

13. Litter Pick to agreed date to coincide with The Great British Spring Clean – 2-4 March 2018

Due to the severe weather forecasts for the coming week, it was agreed to conduct highway litter clean with volunteers at a time suitable to them. **ACTION: KB to co-ordinate.**

14. Items for Information including Diary Dates

- Bucks Councils & GDPR Challenges Conference – 28th February 2018 09.15-12.15 and 13.15-16.15
- Defibrillator Training – Saturday 10 March at 3pm-4.30pm, Bernard Hall
- LAF – 13th March 2018, Haddenham.
- TFB Stakeholder Focus Group - Wednesday 14th March 4pm-6pm

12. Date and Time of Next Meeting:

Monday 26th March 2018 in the Bernard Hall 7.30pm
Wednesday 18th April at 7.30pm - Annual Village Meeting

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