

DRAFT MINUTES

2018/10

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

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

Parishioners: There were six parishioners present.

NB: Action points highlighted

Parishioners Question Time

1. Apologies

Richard Stanczy (**RS**), Ken Trew (**KT**), Andrew Vickers (**AV**), Cllr Judy Brandis (**JB**, AVDC).

2. Approval of Minutes – Monday 26th February 2018

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

3. Matters Arising from previous Minutes

- **Village Maintenance/Administration**

- Footpath Map (Angela Sanderson)
- Sign for Litter in Low Lane (**KB**)
- Playground – Plan of Works, Funding (New Homes Bonus deadline **27th July 2018**), Opening Ceremony (**LS**)
- Water on Dadbrook Road – treatment and ownership of ditch for clearing (**PI**)
- Uneven Footpath & Professional Pruning of Cherry Trees (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 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.** Training session arrange for Saturday 14th April at 11am with Cllrs KMB, RTS, RS and LS. This to be possibly extended to Volunteers. **ACTION: LS/RTS/KMB/RS to produce 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.** The session with Ian Jones, South Central Ambulance Service was well received and well attended. Following repairs to the light, the electrician has recommended a low wattage nightlight over the Defibrillator or close to the side gate to improve visibility. **ACTION: Councillors to investigate.**

- **Drains at village crossroads** and inability to cope with winter rainfall. Order raised by KB (14.03.18). Works also instructed for clearance of drains on Dadbrook and jetting of pipework by Local Area Technician, Dave Smith.

- **Security Marking of Tools.** **ACTION: CLERK to chase PSCO Sue Jones for dates at Haddenham Garden Centre.**

DRAFT MINUTES

2018/11

- **Highway Litter Pick.** **ACTION: KB to co-ordinate with volunteers at a time suitable to them.**

4. Declarations of Interest

There were no interests declared.

5. Correspondence

Sunshine Club, reference the provision of car park for behind School House for School and Bernard Hall users. KB forwarded to Alan Marsh, Treasurer, CPCC for consideration.

6. Reports from Councillors attending meetings and outside organisations

- **LAF.** The deadline for the New Homes Bonus funding is 27th July 2018.
- **TFB Stakeholder Focus Group.** Apologies given.

7. Contributions from AVDC and BCC Cllrs

There were none.

8. Planning

- **18/00137/APP – Land North of Aylesbury Road, Cuddington HP18 0BG**
Erection of 8 dwellings including alterations to the existing access and associated landscaping works (Revised Plans and Documents submitted 12/02/2018). Case Officer: Mr Neil Button. Comments by: 3 April 2018
The amended plans have addressed the Parish Council's objections to the design and overlooking issues previously raised. There are still concerns over the safety of the crossing point due to the excessive speed of vehicles, despite the 30mph limit. Recognising these concerns, the developer has agreed to work with the PC on traffic calming measures by providing funding for a wider scale feasibility study and a contribution towards implementing any measures. The amount of this funding is being agreed with BCC Highways Dept. In view of these agreed measures, the PC has no objections to the Application. **ACTION: CLERK to return NO OBJECTIONS to AVDC on condition that the agreed support is provided either by a Section 106 agreement or voluntary contribution.**
- **18/00800/APP – 1 Dadbrook Close, Cuddington HP18 0AH**
Erection of dwelling. Case Officer: Tom Cannon. Comments by: 6 April 2018
ACTION: CLERK to return NO OBJECTIONS to AVDC but comment that the design is no lower than the previous application and request there should be a condition for substantial screening on the South side to mitigate overlooking on the neighbouring property.
- **18/00776/APP – Rosetree Cottage, Lower Church Street, Cuddington HP18 0AS**
Single storey rear extension, insertion of one window in side elevation and insertion of two rooflights in store roof. Case Officer: Mr Adam Thomas. Comments by: 6 April 2018. **ACTION: CLERK to return NO OBJECTIONS to AVDC**

9. Neighbourhood Plan

Following presentation with Neil Homer, Planning Consultant, the Parish Council confirmed its decision to proceed with the Neighbourhood Plan. The Application for the Designation of Cuddington Neighbourhood Plan has been submitted and decision is awaiting. The Government has committed to further support for Neighbourhood

2

DRAFT MINUTES

2018/12

Planning with a new £23m fund. **ACTION: RS** to request project plan and quotation from Neil Homer, and complete expression of interest for grant required by 3rd April. **CLERK** to upload presentation document by Neil Homer to website. **CLERK** to keep Volunteers informed of process.

10. Traffic Calming Study

KT has submitted a project brief (07.03.18 - TFB088) and is awaiting a cost. The Traffic Calming Study may become part of the Neighbourhood Plan or possibly stem from the Land North of Aylesbury Road application.

11. Finance

- a. **Balance from Minutes of previous meeting** (26th February 2018):
BALANCE: £18,139.38
 - **Receipts: £0.00**
 - **Debits: £0.00**
 - **Plus unrepresented cheques: £263.81** (24.00 January Hall hire, £23.63 Defibrillator Training Hall hire, £216.18 AVDC Dog Waste)
 - **Balance of Bank Account: £18,403.19** (as at 15th March 2018)
Available Funds: £18,139.38 (balance of bank account less unrepresented cheques)
- b. **Orders for Payment: £709.85**
 - **Venetia Davies - £385.00** (March and additional GDPR)
 - **Venetia Davies - £26.45** (Stationery – Folders, Staples)
 - **Adam First Electrical Services - £80.00** (Defibrillator Light Repair)
 - **JRB Enterprise - £142.40** (£118.50 + £23.70 VAT) (Dog Bags)
 - **Simon Brown – £55.00** Village Green grasscutting (5.3.18)
 - **Trustees of Bernard Hall Committee - £21.00** (Hall hire/heating for February Meeting)
 - **BALANCE: £17,429.53** Available Funds less Orders for Payment)

12. Items for Information including Diary Dates

- **TTRO Bridgeway Cuddington - Road Closure from 1st May to 29th May** (21 days)
- **Vale of Aylesbury Local Plan - Regulation 22: Submission of documents and information to the Secretary of State**
- **Bucks Draft Freight Strategy Consultation** – from Monday 26th February (for 6 weeks)
- **Buckinghamshire Minerals and West Local Plan Proposed Submission Consultation** – viewed at www.buckscc.gov.uk/MWLP. 5/3/18-19/04/18
- **B&MKALC Conference** – Better Working Relationships – 19th April 2018
- **BCC – Town and Parish Council Conference** – change of date to be announced
- **GDPR.** The General Data Protection Regulation takes effect 25th May 2018. **ACTION: CLERK** to purchase Shredder and obtain list of documentation to be retained by Parish Council from B&MALC. To also ensure portable devices are encrypted.

DRAFT MINUTES

2018/13

- **Pot Holes.** Parishioners are reminded to report potholes, as well as any other road issue, using the Report It forms on the BCC website. In an emergency, for instance a severe road defect, a flooded road, or a tree in the road, Parishioners can call **Transport for Buckinghamshire on 01296 382416 or 486630 (out of hours)**. The online reporting tool is at www.buckscc.gov.uk/services/transport-and-roads/report-a-problem/report-a-pothole/

13. Date and Time of Next Meeting:

Annual Village Meeting – 18th April 2018 at 7.30pm in the Bernard Hall

Parish Council Meeting - Monday 30th April 2018 at 7.30pm in the Bernard Hall

Parish Council AGM - Tuesday 29th May at 7.30pm in the Bernard Hall

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