

DRAFT MINUTES

2018/14

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting held in The Bernard Hall
Monday 30th April 2018 at 7.30pm

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

Parishioners: There were no Parishioners present.

NB: Action points highlighted

Parishioners Question Time. There were none.

1. Apologies

Ravern Stevens (**RS**).

2. Approval of Minutes – Monday 26th March 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. Part handrail replaced.
 - Inclusion of Greenways title on Register of Common Land, and, also from Land Registry. (**KB**/Helen Francis)
- **Sentinel Speed Training Update.** Training sessions arranged for volunteers by KMS on **25th and 26th May**. **ACTION: KMB to produce Risk/health & safety assessment. It was agreed to advertise the dates of speed watch so that the sessions act as a deterrent. CLERK to inform Came and Company of training dates and speed assessment dates.**
- **Defibrillator. ACTION: KB to request with Markus Bolton, Chair of Bernard Hall Committee, for fitting of low wattage nightlight close to the side gate.**
- **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.
- **Highway Litter Pick. ACTION: KB to co-ordinate with volunteers at a time suitable to them. Village Litter Pick in May for judging of Best Kept Village.**

4. Declarations of Interest

There were no interests declared.

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5. Correspondence

James Stonham, Churchwarden reference limited burial grounds in St Nicholas Churchyard and contingency plans for alternative space. **ACTION: KT/AV to research and consider for Neighbourhood Plan.**

6. Reports from Councillors attending meetings and outside organisations

There was none.

7. Contributions from AVDC and BCC Cllrs

- **Cllr JB. Vale of Aylesbury Local Plan (VALP).** The hearing of the VALP is likely to take place in July and Officers are optimistic that the Plan will be adopted by the end of the year. This will be subject to 2-year review owing to housing needs in South East. KT advised the meeting that the Inspector has submitted a number of questions to AVDC. Dadbrook Farm has objected to the proposed allocation on its land on the basis that it is too small. It was agreed to draw the planning officer's attention to this. **ACTION: CLERK to email Tom Cannon, Planning Officer, AVDC:**
The planning officer's attention is drawn to the applicant's representations to VALP (ref 819) seeking a larger housing allocation at Dadbrook Farm – see extract below. This links the relocation of farm buildings out of the village with funding from a proposed housing development for 50 to 60 homes and illustrates the longer-term aspirations for the farm. It is the view of Cuddington Parish Council that these issues should be properly assessed through the VALP examination process and the forthcoming Cuddington Neighbourhood Plan rather than ad hoc planning submissions (including the current application for a new barn) that might compromise a balanced decision about the future of the village. <https://aylesburyvaldc.idi-consult.net/localplan/viewrepsfull.php?repid=819> "We propose a larger site and number of units possibly 50 - 60 to be considered for development. This (still) modest scale in this location would be entirely appropriate and sustainable. The inclusion of such additional development on the Dadbrook farm yard site would potentially fund and facilitate relocation of the farm buildings out of the village, providing enhancement to the community of Cuddington and clear planning gain and removing any potential conflict with any new residential development on the site"
- **Cllr PI. Developing BCC Freight Strategy.** Cuddington and Chearsley Parish Councils will be invited to a Working Group meeting to discuss findings of the Draft Freight Strategy. There is a high and increasing volume of Heavy Goods Vehicles using the unsuitable routes through both villages. Both villages will be listed as 'hot spots' against HGV traffic. **Unitary.** Sajid Javid MP has been appointed Home Secretary. James Brokenshire replaces Sajid Javid as housing minister. It is unknown what the implications regarding Unitary will be. **Pot Holes.** Work has begun in earnest. It was voiced that surface water from heavy rain is not draining into ditches due to unmaintained gully's and verges. **Signage.** PI informed the meeting that under the terms of the devolved service agreement, Cuddington Parish Council has responsibilities relating to fly posters and approval of charity signage.

8. Planning

- **17/04870/APP- Land Off Dadbrook Cuddington Buckinghamshire Steel framed agricultural building for general purpose storage of hay, straw & machinery. Case Officer: Tom Cannon.**
Cuddington Parish Council OBJECTED (19th April 2018) to the above application for the following reasons. The building would be visually intrusive in the designated Area of Attractive Landscape, being planned at the highest point in the vicinity.

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There is room within the existing farm complex to accommodate the barn if redundant structures are removed. It is better to group farm buildings than allow an individual structure of the scale proposed to be built in open countryside. This is the third application in which the redundant and unsuitable existing structures have been cited as a reason for new build. The reduction in the movements of tractor movements is marginal, given the proximity of the existing farm entrance and does not justify an isolated new development of this scale in the open countryside. The proposal creates a precedent for development in the gap between Cuddington and Haddenham with the potential for coalescence if further development is permitted in this area. The proposal extends the area of farm traffic movements along Dadbrook by creating a second farm access (in addition to the (unused) farm access created on the east side of Dadbrook). This is a significant disadvantage to pedestrians in the absence of a footpath link between Kings Cross and Cuddington. If development is permitted the landowner should be obliged to provide a safe pedestrian route from Cuddington to King's Cross on the A418. The objection was sent to Haddenham PC who will be informing the Planning Committee of Cuddington's response.

9. Annual Village Meeting

All Councillors agreed that the 'open forum' format worked well. The Parish Council responded to the NP question (resisting challenges from developers promoting housing on land not identified in the NP) on the Website and in Village Voice.

10. Neighbourhood Plan

A NP Grant Application for £9,000 for 2018-2022 has been submitted. (Reference App-10109). Decision Notice on the listed of Cuddington Allotments as an asset of community value (18th April 2018) was noted. **ACTION: KT to proposed date for Open Evening for Volunteers to allow for roles to be defined and a Steering Group to be set-up. PI to chase cost for Traffic Feasibility Study (logged 7th March – TFB088).** LAF funding may be available for 2018/19.

11. Finance

- a. **Balance from Minutes of previous meeting (26th March 2018): BALANCE: £17,429.53**
 - **Receipts:** £543.06 (VAT Return)
 - **Debits:** £0.00
 - **Plus unpresented cheques: £973.66** (January Hall hire, £24.00 Defib Hall hire £23.63, AVDC Dog Waste £216.18, Venetia Davies £385.00, Venetia Davies £26.45, Adam First Electrical Services £80.00, JRB Enterprise £142.40, Simon Brown £55.00, February Hall hire £21.00)
 - **YEAR END Balance of Bank Account: £18,946.25** (as at 31st March 2018)
Available Funds: £17,972.59 (balance of bank account less unpresented cheques)
 - **Balance of Bank Account: £18,041.22** (as at 13th April 2018)
 - Plus unpresented cheques: £68.63 (£24.00, £23.63, £21.00 Bernard Hall)
Available Funds: £17,972.59 (balance of bank account less unpresented cheques)
- b. **Orders for Payment: £1,148.13**
 - **Venetia Davies - £440.00** (additional 8 hours – NP, Accounts, AVM)
 - **Venetia Davies - £40.00** (Office 365 Yearly Renewal)
 - **Venetia Davies - £21.85** (computer accessories and paper)

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- **Trustees of Bernard Hall Committee - £22.50** (Hall hire March 2018)
- **Simon Brown - £275.00** (Grass Cutting 20.3.18, 3.4.18, 9.4.18, 16.4.18, 23.4.18)
- **Cartridge World - £30.00** (£25.00 + £5.00 VAT) (AVM Minutes in V. Voice)
- **JE Accountants - £96.00** (payroll administration 2017/18)
- **Bucks Best Kept Village Competition - £25.00** (Entry fee)
- **BALC - £104.28** (Membership of B&MKLC)
- **CPRE - £36.00** (Membership of Campaign to Protect Rural England)
- **SLCC - £57.50** (Membership to Society of Local Council Clerks; £115 shared with Ashendon)
- **BALANCE: £16,824.46** (Available Funds less Orders for Payment)
- **Also agreed:**
- **Carl Small - £120.00** (Grass Cutting Children's Playground 27.03.18, 13.04.18, 20.04.18)
- **Oxford IT Solutions - £42.00** (£35.00 + VAT £7.00 - Captcha updates)
- **Ken Birkby - £60.71** (AVM refreshments from Cuddington Village Stores)
- **BALANCE: £16,601.75**
- c. **Audit:** Councillors reviewed the effectiveness of the system of internal control (ci) and prepare the annual governance statement (c2). The Accounting Statement was considered (C3) and approved by resolution and signed by KB, Chair and Venetia Davies, RFO (c4).
Special thanks were paid to Tim Stevens for accountancy assistance and and Matt Giorgi for the internal audit. **ACTION: CLERK to return to PFK Littejohn. The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return to be announced Friday 1st June.**
- d. **Financial Risk Register. KT to prepare draft to include NP financial planning.**

12. Mobile Phone Coverage in Village

A booster for rural communications was suggested. **ACTION: RTS/KB to research.**

13. GDPR Legislation

The Government has tabled an amendment to its own Data Protection Bill to **exempt** all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer under the GDPR. The Parish Council will continue to prepare for the compliance with the rest of the GDPR requirements. **ACTION: CLERK to buy Shredder and obtain list of documentation to be retained by PC from B&MALC. CLERK/LS to clean files.**

14. Royal British Legion – Silent Solider Campaign

It was agreed not to purchase a Silent Solider.

15. Items for Information

- **TTRO Bridgeway Cuddington - Road Closure from 1st May to 29th May**
- **Parish Liaison Meeting – Wednesday 2nd May 2018, County Hall.**

16. Date and Time of Next Meeting:

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).