

## DRAFT MINUTES

2017/29

**CUDDINGTON PARISH COUNCIL**  
**Draft Minutes of Parish Council Meeting held in The Bernard Hall**  
**Monday 25<sup>th</sup> September 2017 at 7.30pm**

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

**Parishioners:** There were 3 parishioners present including Cllr Judy Brandis, AVDC (**JB**) and Cllr Paul Irwin, BCC (**PI**)

### Parishioners Question Time

- The approved planning application - 17/01784/ATC, removal of five leyland cypress trees, The Lodge, The Green, Cuddington, HP18 0AN was noted as a separate application to 17/02531 APP. There was some confusion that it belonged to the same application. All immediate neighbours were notified of the works by the Owners.

### **NB: Action points highlighted**

#### 1. Apologies

There were none.

#### 2. Approval of Minutes – Monday 21<sup>st</sup> August 2017

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

#### 3. Matters Arising from previous Minutes

- **Parishioners Question Time: Travellers.** PSCO Sue Jones will be advising the persons with the pony and traps of the recent damage to grass verges. Sue has also advised that Stuart Green is the Traveller Liaison Officer at BCC.
- **Maintenance/Administration.** Prune **Cherry trees** along Dadbrook, **Cuts to footpath and overgrown 30mph signs.** **Footpath map.**
- **Sentinel speed watch equipment.** Came and Company has confirmed that Public Liability (to the value of £10m) is in place for roadside volunteers and advised that Health and Safety Assessments and Risk Assessments must be in place and audited, so that any data in the event of a claim can be called upon. The hiring of the equipment is not covered and Came and Company has requested the replacement value in order to confirm an additional premium. **ACTION: CLERK to contact Korinne Leney, [koleney@buckscc.gov.uk](mailto:koleney@buckscc.gov.uk) to obtain value of equipment and make representation that the LAF insure the equipment for all Haddenham LAF Parish Councils rather than list on the Parish Council asset register (for usage just 3 to 4 times a year).** Sue Gilbert, Haddenham PC, has advised that if it is listed as an asset it should be covered under the PC's insurance when in its possession. **KB to circulate list of volunteer helpers.** Once insurance of equipment is resolved, **LS/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.** RTS confirmed Tom Chalk is satisfied with sites to place camera.

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- **Defibrillator demonstrations (evening, Saturday and daytime).** Liz Davies and Laura Ewers are unable to help with further demonstrations. **ACTION: CLERK to enquire with St John's Ambulance for formal training.**
- **Pedestrian access to 280 bus service (along Dadbrook Road).** **ACTION: CLERK to remind PI for quotation and arrange site visits with two additional contractors.**
- **Installation of mobility gates.** Now received and awaiting installation. **ACTION: KB/CLERK to meet with Mark Nicholson 07889272312. CLERK to enquire with BCC if there are further mobility gates for other footpaths.**
- **Reforms to the Data Protection Act.** **ACTION: CLERK to attend BALC training course – 14<sup>th</sup> March 2018.**
- **Title of Village Green.** Conditions granting vehicular access to Greenways, dated 7<sup>th</sup> August 2017, has been sent to Helen Francis, Interim Definitive Map and Local Land Charges Team Leader for inclusion on the Register of Common Land CL 211. KB has also written to Land Registry to enquire if Right of Access to title of Greenways can be added to the Land Registry Title Deed without a lawyer and has enquired what the cost will be. **ACTION: KB to inform Councillors and Mr Woodford of response.**
- **Playground.** **ACTION: LS to organise opening ceremony and a plaque with list of funders including Community Chest, Haddenham Beer Festival and Cuddington Village Fete.**
- **Land for Churchyard.** Awaiting meeting date - Cuddington Parochial Church Council
- **Litter in Low Lane.** **ACTION: KB to install sign discouraging litter.**
- **C56 Cuddington/Aylesbury Road - 50 mph Speed Limit.** Notification received that the Traffic Regulation Order sealed 12<sup>th</sup> September. Speed Limit signing programmed to be installed w/c 25<sup>th</sup> September 2017.
- **Uneven footpath (due to tree roots) and low hanging branches of cherry trees in Swan Hill.** Following site meeting, Dave Smith BCC has confirmed ownership of footpath by BCC. Monies have been allocated in budget for repair between now and April. **LS** has arranged working party for February (with residents who have offered to help) for pruning of cherry trees and appealed for volunteers in October's Village Voice. The cherry trees along Dadbrook could also be pruned at this time. **ACTION: LS to approach local tree surgeons to be approached to take away or chip. Risk Assessment to be produced.**
- **Footpath Lower Winchendon 10B / Cuddington 1.** KB has sent photographs to Rose-Marie Gibbard highlighting repairs to several hand rails and sleeper boardwalk. Inspection of structures has been raised. **ACTION: KB/CLERK to monitor repairs to hand rails and boardwalk.**

#### 4. Declarations of Interest

Lorraine Stevens declared an interest in planning application 17/03188.

#### 5. Planning

- **17/03188/APP - 3 Frog Lane, Cuddington, HP18 0AU**  
Erection of Porch and Carport. Case Officer: Janet Mullen 01296 585422. Comment Date: 19th September 2017. CLERK has returned **NO OBJECTIONS** to AVDC.

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- **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: 6th October 2017.  
Diana Locking has notified the Parish Council that there were differences of opinion at the Case Conference regarding whether the site is on the edge of the village or whether something smaller could be acceptable. Amended plans have been submitted to AVDC but not yet circulated to the Parish Council. **ACTION: CLERK to request sight of new plans and extension of comment time to 30<sup>th</sup> October 2017.**
- **Planning Inspectorate: APP/J0405/D/17/3177995. Hesleden, Spurt Street, Cuddington, HP18 0BB. Start date: 21st August 2017.**  
The planning appeal against refusal of a householder application site was noted.
- **Parish Council/Rectory Home Meeting, 22<sup>nd</sup> August 2017**  
KB/KT attended a productive meeting with Rectory Homes who agreed it would be helpful and productive to consult Cuddington PC prior to submitting planning applications in the future. Rectory Homes contribute to the community through S106 arrangements and the Heart of Bucks to channel funds for community projects. **ACTION: CLERK to agenda Community Objectives, to prepare a list to be kept updated to take advantage of any funds available directly or as a result of development or through other sources, following a similar format as the Community Infrastructure Levy (CIL) from AVDC. The list to identify broad costs and priority – short, mid and long term.**

### 6. Correspondence, outside Agenda items

- Thames Water. Email received regarding problems with access to sewage works due to the way cars are parked on Holly Tree Lane and the start of Frog Lane. Particular concern regarding access by emergency vehicles were expressed. **ACTION: CLERK to respond and prepare write up for Village Voice. To also ask Fire Service to ensure emergency vehicles can obtain access.**
- Recent fly tipping in Dadbrook has been reported by James Gibson.
- Collection of water on Dadbrook Road. Several comments have been received concerning the water on Dadbrook Road and the safety issues. **ACTION: All to report leaks to Thames Water. PI to advice of treatment and also ownership of ditch for clearing.**
- Parish Liaison Officers. AVDC has announced that there is now a Parish support team with its own email address.

### 7. BCC Draft Transport Development Management Policy Consultation

KT has submitted a response to the consultation highlighting the main issues of HGV's passing through Cuddington and the cumulative effect of a number of relatively small construction sites. Mitigation measures should include controls over the size of construction vehicles using the narrow streets of Cuddington and enforcement of repairs to roads and verges damaged by these vehicles.

### 8. Vale of Aylesbury Local Plan

An interim version of the final plan has been published on the AVDC website which will go to the VALP Scrutiny Committee on 26<sup>th</sup> September and Cabinet on 10<sup>th</sup> October. Cabinet's recommendations will then be considered by Full Council on 18<sup>th</sup>

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October. Despite objections, the Plan still proposes that Cuddington is defined as a Medium Village but the requirement to accommodate 50 new homes has been removed. Cuddington has been allocated 25 dwellings in the draft Plan of which 4 are committed/completed. The remaining 21 dwellings are Aylesbury Road (6) and Dadbrook (15). Public consultation dates are Thursday 2<sup>nd</sup> November to Thursday 14<sup>th</sup> December 2017. **ACTION: CLERK to agenda VALP for November meeting, along with Community Objectives. Remaining Agenda to be short.**

### 9. Reports from Councillors attending meetings and outside organisations

There was no attendance at the TfB Stakeholder Conference (12.09.17) or the LAF (21.09.17).

### 10. Contributions from AVDC and BCC Cllrs

- **Cllr Judy Brandis** contributed to the VALP discussions, the new Parish Liaison Officers notifications and reminded Councillors of the Haddenham wheelchair access vehicle which is available for community use.
- **Cllr Paul Irwin** informed the meeting that a decision on a Unitary authority should be made by Autumn. His view is that a Unitary authority is now unlikely. The Bernwode Bus is being used up to 3 times a week and now has 7 volunteer drivers. The C56 Cuddington/Aylesbury Road - 50 mph Speed Limit has been published in the Bucks Herald.

### 11. Parish Council Insurance

AV presented a summary of cover against the asset register. There were some discrepancies over Playground equipment values. **ACTION: AV to ascertain with Came and Company how the valuation is made up. CLERK to enquire with other local Parish Councils insurance of war memorials and values. CLERK to Agenda for next October meeting.**

### 12. Finance

#### a. Balance from Minutes of previous meeting (21<sup>st</sup> August 2017): **BALANCE: £14,349.98**

- **Receipts: £0.00**
- **Debits: £0.00**
- **Plus unpresented cheques: £0.00**
- **Less cheque: £0.00**
- **Balance of Bank Account: £14,349.98** (as at 21<sup>st</sup> September 2017)  
**Available Funds: £14,349.98 (balance of bank account less unpresented cheques)**

#### b. Orders for Payment: **£908.61**

- **Venetia Davies - £352.00** (August)
- **Venetia Davies - £5.50** (Laminating pouches)
- **Trustees of Bernard Hall Committee - £15.00** (Hall hire for August Meeting)
- **Simon Brown - £275.00** (Grass Cutting 5 cuts @ £55 – 21/8, 28/8, 4/9, 12/9, 18/9/17).
- **Carl Small - £120.00** (Cutting/Strimming - 3 cuts @ £40 – 23/8, 3/9, 13/9)

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- **Playground Inspection Company - £78.00** (£65.00 + £13.00 VAT), Annual Inspection)
- **Bucks Association of Local Councils - £63.11** (Data Protection & Freedom of Info Training)
- **BALANCE: £13,441.37** (Available Funds less Orders for Payment)
  
- **Also approved: Gilly Cottman £59.00** (flowers for BKV).
- **BALANCE: £13,382.37**

### 13. Playground Inspection, to receive report (LS)

The Annual Inspection was conducted on 18th August 2017. The overall risk assessment was 'Moderate Risk'. A stock valuation report was also presented.

**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.** The closing date for applications is the 15th of each month.

### 14. Best Kept Village Presentation

Sir Henry Aubrey Fletcher, the Lord Lieutenant of Buckinghamshire, presented the Morris Cup (now in the Bernard Hall) and Sword of Excellence to Ken Birkby. The presentation was well attended and the weather kind. Thanks were paid to Alex Brown, Chearsley, who created a superb 'Best Kept Village' celebration cake and to Mr Woodford who provided electricity for the tea urn. **ACTION: CLERK to purchase 2017 plaque for BKV sign.**

### 15. Items for Information including Diary Dates

- **Vale of Aylesbury Local Plan - Parishes Seminar - Wednesday 4th October 2017.** **ACTION: RS and KT to attend.**
- **Neighbourhood Police Community Forum – Thursday 5th October, Walter Rose Room, Haddenham.** **ACTION: RS to attend.**
- **Councillor Induction Training – Thursday 19th October 2017.** **ACTION: RS to attend.**
- **December 2017 Meeting.** Will take place on Monday 11<sup>th</sup> December at 7.30pm in the Bernard Hall.
- **Apologies.** KB gave his apologies for the October meeting.
- **Footpaths.** KB thanked Charles Sanderson, Richard Stanczyk and Tim Stevens for the considerable amount of footpath clearing.

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

**Monday 30<sup>th</sup> October 2017 in the Bernard Hall 7.30 pm**

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