

## DRAFT MINUTES

2018/26

### **CUDDINGTON PARISH COUNCIL** **Draft Minutes of Parish Council Meeting held in The Bernard Hall** **Monday 30<sup>th</sup> July 2018 at 7.30pm**

**PRESENT:** Ken Birkby (**KB**), Ravern Stevens (**RS**), Ken Trew (**KT**), Venetia Davies (**Clerk and RFO**).

**Parishioners:** There were 8 Parishioners present. Cllr Judy Brandis (JB) and Cllr Paul Irwin (PI) were also present.

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

#### **Parishioners Question Time**

The Parish Council confirmed that the 'Variation on Condition' on Planning Application 18/02117/APP - The Penny School - overrides the previous plans and ensures that 'No windows other than those shown on the approved drawing No. TPSC/04D and TPSC/05B shall be inserted in the building hereby permitted.' **ACTION: KT to look at proposed sliding doors for any privacy issues.**

#### **1. Apologies**

Ken Brown (**KMB**), Richard Stanczy (**RTS**), Lorraine Stevens (**LS**), Andrew Vickers (**AV**)

#### **2. Approval of Minutes – Monday 25th June 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). Draft provided. **ACTION: PC to comment and decide further action.**
- Playground – Plan of Works, Funding (New Homes Bonus deadline **27.07.18**), Opening Ceremony (**LS**)
- Water on Dadbrook Road – treatment and ownership of ditch for clearing (**PI**)
- Uneven Footpath – Swan Hill. Postponed until late summer at earliest. (**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**)
- **Dadbrook.** Works instructed for clearance of drains on Dadbrook and jetting of pipework by Local Area Technician, Dave Smith, will be carried out when there is a gap in the current TfB programme. TfB are currently working on all A and B roads with traffic management crews.
- **Mobile Phone Coverage in Village.** A booster for rural communications was suggested. **ACTION: RTS/KB to research.**
- **GDPR Legislation.** **ACTION: CLERK to buy Shredder and obtain list of documentation to be retained by PC from B&MALC. CLERK/LS to clean files.**
- Fixed traffic capacity to the junction on Dadbrook. **ACTION: KB to enquire with BCC.**

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### 4. Declarations of Interest

There were no interests declared.

### 5. Correspondence

- **Best Kept Village.** Cuddington has once again won the Tindall Cup, awarded to the best village of those that won their respective categories in the previous year. The presentation is scheduled for Saturday 15<sup>th</sup> September at lunchtime. To be held on the Upper Green in good weather. **ACTION: CLERK/LS to organise food (book in the event of poor weather) and publicise on Village website. KB to produce Village Flyer inviting Parishioners to attend.**

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

KMB attended the LAF on 3<sup>rd</sup> July 2018. KB was unable to attend the TfB conference.

### 7. Contributions from AVDC and BCC Cllrs

- **Cllr JB, AVDC.** Judy informed the meeting of Spacehive <https://www.spacehive.com/> – a crowdfunding platform for places. Decisions on Unitary could now be December.
- **Cllr PI, BCC.** Paul reminded the meeting of the New Homes Bonus Microgrant (which can be used for Devolved Services). There will be a Freight Strategy meeting in September. News is still awaiting on Unitary and the Oxford/MK/Cambridge Growth Corridor. The Bus Survey to review future services, has now closed. Paul kindly volunteered to join the Neighbourhood Plan team and deliver copies of the Neighbourhood Plan survey to households if required.

### 8. Planning

- **18/02394/ALB - The Thatched Cottage, Upper Church Street, HP18 0AP**  
Gable end replace to existing single storey rear extension  
Comments by: 9 August 2018. **ACTION: CLERK to return NO OBJECTIONS to AVDC.**
- **18/02250/ALB - Tibbys Cottage, Tibbys Lane, Cuddington, HP18 0AR**  
Repair garden shed. Increase pitch of roof to improve water run-off. Replace rotten roof beams as necessary. Rebuild collapsed side wall and repair roof. No extension of existing footprint. Comments by: 14 August 2018. **ACTION: CLERK to return NO OBJECTIONS to AVDC.**
- **18/02117/APP - The Penny School, Frog Lane, Cuddington, HP18 0AH**  
Removal of condition 7 of planning application 17/02731/AP - WIN6 - No windows other than those shown on the approved drawing No. TPSC/04D and TPSC/05B shall be inserted in the building hereby permitted. Clerk has returned **NO OBJECTIONS** as agreed by Councillors prior to 26<sup>th</sup> July deadline.

### 9. VALP

KT attended the VALP hearing on 17th July and gave evidence on Dadbrook Farm. AVDC are inclined to delete the allocation of 15 units. KT resubmitted evidence to the Draft VALP

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suggesting Cuddington stays as a small village. AVDC are to submit evidence to justify the medium village status. Inspector to review and decide.

### 10. Neighbourhood Plan

The Steering Group have met on 9<sup>th</sup> July and 23<sup>rd</sup> July (Minutes are available on [www.cuddingtonvillage.com](http://www.cuddingtonvillage.com) at <http://www.cuddingtonvillage.com/view-page.php?pid=125>. The *Cuddington Village Facebook* page is now up and running [www.facebook.com/Cuddingtonvillage](http://www.facebook.com/Cuddingtonvillage). **Survey.** An online Survey asking Villagers how they feel about the existing facilities and housing in the village and what they would like to see improved over the next 20 years or so goes live on Tuesday 31<sup>st</sup> July and is being published via Village Voice, the Village Website and Facebook page. Paper copies will be available at the Shop and by request to Venetia Davies. This information will be used to build up a range of options that will be circulated towards the end of the year. Villagers will then be asked to select their preferred option for further refinement prior to a Referendum in Spring 2019. The deadline for the Survey is Friday 7<sup>th</sup> September 2018 but progress will be reviewed at the meeting on 21<sup>st</sup> August and, if response levels are lower than expected, additional measure will be implemented to encourage villagers to complete the Survey. **Land Availability Study.** Developers, landowners and the wider public have been invited to put forward potential development sites (for any use(s)) for a Land Availability Study in order to inform the preparation of the Cuddington Neighbourhood Plan. **Rectory Homes/Allotment Society Proposals.** Due to the low response to the presentation, Villagers have been asked for feedback via Village Voice, Website and Facebook. **Meeting with Stakeholders.** Meetings are being scheduled with the Church and School. A **revised NP project plans has been uploaded at** [http://www.cuddingtonvillage.com/page-content/documents/1532607442-CPC%20-%20Cuddington%20NP%20Project%20plan\\_July%202018.pdf](http://www.cuddingtonvillage.com/page-content/documents/1532607442-CPC%20-%20Cuddington%20NP%20Project%20plan_July%202018.pdf)

### 11. Assets of Community Value

Community Assets are required to be re-registered every 5 years. Cuddington Stores was nominated by the Parish Council on 17<sup>th</sup> July 2014 and listed on 10<sup>th</sup> September 2014. The Crown PH was nominated by Aylesbury and Wycombe CAMRA on 2<sup>nd</sup> April 2015 and was listed on 28<sup>th</sup> May 2015. **ACTION: CLERK to agenda for January 2019 to ensure the Shop and Crown PH are re-registered as Assets of Community Value.**

### 12. LAF Applications for Transport Schemes

The Traffic Feasibility Study report is expected end August. LAF applications for transport schemes, to be delivered in 2019/20, are due **31 August 2018**. This has to be matched funded. **ACTION: CLERK to send contact details to PI in order to obtain a rough idea of recommendations for an application. PI and CLERK to inform Korinne Leney that an application will be made by Cuddington PC.**

### 13. Devolved Services Contract - 2019 and beyond.

Email received from BCC offering another 4 years of devolved services (essentially residential road grass cutting) and enhanced devolved services offer (repairing roads, kerbs and pavement defects). The amount of grant that is to be offered will be dependent upon the size of parish and will, more than likely, range from 1 day of repairs every two months to 2 days of repair every month. The grant is intended to provide sufficient resource to allow for a

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two-man gang, small plant and a materials allowance. It has been suggested that this resource can be topped up using the precept. Aylesbury Town Council (ATC), has carried out the Devolved Services for Cuddington from 2015-2019 but has subsequently confirmed that Cuddington is not cost effective at £921 and as a result works will cease end March 2019. **ACTION: Parish Council** to inform BCC whether or not it intends to continue with the delivery of services (or revert to services by Tfb) and decided whether to express an interest in being considered for inclusion in the extended service delivery contract by end November 2018. To also contact alternative suppliers for quotes April 2019 onwards.

### 14. CPFA

At the recent CPFA AGM, concern was expressed over the level of usage of the club bar, which provides a substantial amount of funding for the maintenance of the Playing Field. The situation is going to be reviewed by the CPFA and bar committee.

### 15. Finance

a. **Balance from Minutes of previous meeting (25<sup>th</sup> June 2018): BALANCE: £29,508.93**

- **Receipts: £0.00**
- **Debits: 0.00**
- **Plus unpresented cheques: £265.36** (£57.50 SLCC, £67.86 Gilly Cottman, £80.00 Carl Small, £60.00 Oxford IT Solutions)
- **Plus cheque issued in error - £30.00** 2D Print
- **Balance of Bank Account: £29,804.29** (as at 13<sup>th</sup> July 2018)  
**Available Funds: £29,538.93** (balance of bank account less unpresented cheques plus cheque issued in error)

b. **Orders for Payment: £947.53**

- **Venetia Davies - £352.00**
- **Venetia Davies - £154.00** (NP – 14 hours)
- **Venetia Davies - £13.39** (Stationery and Postage)
- **Ken Trew - £35.94 (£29.95 + VAT £5.99)** (Land Search)
- **Simon Brown - £165.00** (Grass Cutting – 25.6.18, 9.7.18, 23.7.18)
- **Trustees of Bernard Hall - £15.00** (Hall Hire – June Meeting)
- **Oxford IT Solutions - £30.00** (£25.00 + £5.00 VAT) (Privacy Policy on Website)
- **Information Commissioner - £40.00** (ISO Registration Fee)
- **JRB Enterprise - £142.20** (£118.50 + £23.70 VAT) (Dog Bags)
- **Also agreed: Cuddington Parochial Church Council - £300.00** (donation to Village Voice)
- **BALANCE: £28,291.40** (Available Funds less Orders for Payment)

c. **Management Report**

The report to end July 2018 was circulated. It was agreed to prepare a separate budget forecast for the Neighbourhood Plan. **ACTION: KT to prepare NP budget forecast to end of Neighbourhood Plan for August meeting.**

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A way to highlight any budget concerns, say in red, was requested. **ACTION: CLERK** to format.

### 16. Items for Information

- **Tool Security Marking Session** – Saturday 11th August 1-3pm, Bernard Hall. **ACTION: CLERK** to promote on Website and request promotion via Facebook.
- **AVDC PC conference** – Wednesday 5th September
- **BCC** – Prior notice of Household recycling centre service review consultation
- **Landowner Meeting.** KT and RS have meet with Mr Gibson, Dadbrook Farm to discuss land availability/development following discussions at the VALP hearings. Mr Gibson confirmed that, as explained in his representations to AVDC, he was not prepared to release land for 15 houses but would like a larger development of around 50 homes to be considered. This proposal would enable the existing farm buildings to be relocated to another part of Mr Gibson's holdings. KT and RS explained that if villagers are to consider this option in the Neighbourhood Plan (as one of a number of options) it would be essential to submit a draft masterplan and some idea of the type of houses that were being proposed. Mr Gibson agreed to take this up with his agent and submit illustrative proposals.

### 17. Date and Time of Next Meetings:

**Parish Council Meeting: Monday 20<sup>th</sup> August at 7.30pm in the Bernard Hall**

*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).*

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