

DRAFT MINUTES

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CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting held in The Bernard Hall
Monday 10th December 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: Cllr Judy Brandis (**JB**) and Cllr Paul Irwin (**PI**) were present. There were no Parishioners present.

NB: Action points highlighted.

Parishioners Question Time
There were no questions.

1. Apologies

Josephine Bradford (JB)

2. Approval of Minutes – Monday 26th November 2018

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

3. Matters Arising

- **Village Maintenance/Administration**
 - Footpath Map. Awaiting artwork proposals from Village student.
 - **Playground Inspection.** **ACTION: LS to obtain quotes for replacement and installation of chains and swing for existing unit.**
 - 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**)
 - 'Slow Down for Horses signs'/Steps to reduce speed - Low Lane (**PI**)
 - 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.
- **Mobile Phone Booster** for rural communications. **ACTION: KMB to research.**
- **GDPR Legislation.** **ACTION: CLERK/LS to clean files.**
- **Assets of Community Value.** **ACTION: CLERK to agenda for January for re-registering of Shop/The Crown PH/Allotments.**
- **Local Parish Infrastructure Priorities and Future Workshops.** **ACTION: KT to inform Andy MacDougall, AVDC that infrastructure priorities will be submitted once results of Village Survey and Traffic Survey are known.**
- **Declined responsibility of Burial Authority.** **ACTION: KB/CLERK to inform James Stonham, Churchwarden and write to District Council to become involved.**

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- **Street Naming and Numbering for 8 dwellings at land off Aylesbury Road.** The preferred choice (of 3 names put forward) with Rectory Homes and AVDC is White Swan Lane. If Royal Mail are in agreement, this will proceed to the next stage of naming the street White Swan Lane.

4. Declarations of Interest

There were no interests declared pertaining to this meeting's Agenda.

5. Correspondence

There was none.

6. Reports from Councillors attending meetings and outside organisations

There was none.

7. Contributions from AVDC and BCC Cllrs

- **Cllr Judy Brandis.** In preparation for Unitary, the Licensing Committee is working together with District Councils. The VALP Proposed Submission has now been submitted to the government.
- **Cllr Paul Irwin.** £4.2m has been given for repairs including pot holes. Work will commence in February. Dave Smith has been promoted to Senior Supervisor for the Aylesbury area. **ACTION: CLERK to write to Dave Smith thanking him for his work for Cuddington and check position of outstanding works.** Due to Unitary, the Devolved Service Agreements will be renewed for one year only to 31st March 2020. A Statement from the four Bucks district councils regarding the new unitary authority for Buckinghamshire has been released. Currently there are 49 county wards containing 169 parishes. The Secretary of States has invited council to consider whether to appoint two or three councillors per ward. Three Councillors would make a council of 147 seats, a significant reduction from the current 236 on the county and district councils. A boundary review is being recommended during the first term of the new council which will determine the optimum number of councillors

8. Planning

There were no new planning applications to consider.

9. Neighbourhood Plan (NP)

KT informed the meeting that the Dadbrook site had been deleted through modification as the site promoter did not support the amount of development in the VALP (a larger development on a larger site was being sought than the one shown in the VALP). KT had made further enquiries about the use of Housing Targets in the NP process. There are two options: through AVDC under the new NPPF (a new process to AVDC, likely to need legal input and not available until the New Year) or by a paid for study by a Housing Needs Assessment (HNA) prepared by consultants AECOM (government NP grant for available). There was a further lengthy discussion about the NP process and the absence of such targets for additional development/housing numbers in the village. It was agreed to consult the Village in the second questionnaire and Exhibition in February. In the meantime, KT would do some

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further research into housing target methodologies and continue to ask for guidance from the Neighbourhood Planning Officer at AVDC. KT stressed that the production of the Cuddington Neighbourhood Plan is being done in difficult circumstances with the VALP modifications/Examination, the revised National Planning Policy Framework and the new Unitary Council for Buck. The benefit however will give the village a strong say in what it wants and the 'Made' Plan will have weight in future planning applications.

At the October PC meeting, it was resolved that the Parish Council would not put up the Playing Fields as a site for any potential housing development, as part of the NP process. This was a unanimous decision and taken after various discussions with a variety of villagers. The fact that this decision had been taken without a poll of all the village was queried by some of the NP Steering Group. There was a further discussion about the PC decision-making process and it was reiterated that members of the PC were elected to take decisions on behalf of the village where members believed it was in the best interest of the village. This is normal practice at all levels of government, both local and national. Notwithstanding this, it was agreed that the PC would sound out opinions for the future of the playing field at the planned Exhibition after the consultation exercise.

10. Traffic Feasibility Study

RS circulated a Traffic Forum report, prepared by the Traffic Task Group on the Ringway Jacobs Feasibility Study, commissioned in summer. The report analysed whether the proposed recommendations met the needs of the village based on the Neighbourhood Plan Spring Consultation (Question 6). Whilst the report concluded that the Task Group was fully supportive of the recommendations (Dragons teeth, 30mph roundels, increase of red-coloured High Friction Surface length to 12m at all three entry points into the village, refreshment of all road markings and school signage) further explanations were being sought/challenged on give way lines as opposed to solid lines, stop signs, measures for visibility and highlighting width of road opposite the Crown PH. The total cost of the recommendation is £24,513. The Parish Council has applied to LAF for funding (£8,800.44) and an explanation on how the funding process is co-ordinated through LAF received. Essentially, TfB issue LAF an initial assessment and budget estimates for all the potential measures for the Parish Council to consider and prioritise. There is an opportunity to make queries with the TfB engineer. Options for match funding (50%) are then discussed through the Local Area Forum (12th March 2019). It was noted that if some of the potential housing sites are agreed for the draft Neighbourhood Plan, it would trigger s278 works that would render some of the current traffic calming proposals abortive and avoid the need for funding (the developer could be asked to pay for them). **ACTION: RS to arrange meeting with Gordon, engineer taking forward application, in January. PI to endeavour to refresh road markings and roundels.**

11. Devolved Services

Councillors considered three quotations received for urban grass cutting for 2019/20 and resolved to appoint Simon Brown. **ACTION: KB to inform Simon Brown and ensure all insurers/public liability are in place. CLERK to inform AVDC and thank other contractors who have quoted.**

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12. Finance

- a. Balance from Minutes of previous meeting 26th November 2018): **BALANCE: £35,579.98**
- Receipts: £0.00
 - Debits: 0.00
 - Plus unpresented cheques: **£955.52** (as per November Minutes)
 - **Balance of Bank Account: £36,535.50** (as at 15th November 2018)
 - **Available Funds: £35,579.98** (balance of bank account less unpresented cheques)
- b. Orders for Payment: **£3,147.78**
- Venetia Davies - £384.00
 - Venetia Davies - £60.00 (NP – 5 hours)
 - Ken Birkby - £8.78 (£7.32 + £1.46 VAT – Printing of maps for Devolution quotes)
 - Simon Brown - £55.00 (Grass cutting 3.12.18)
 - ONeill Homer/RCOH LTD - £2,640.00 (£2,200 + £440 VAT - 4 days NP consultancy @ £550 on follow up tasks and draft policy).
 - **BALANCE: £32,432.20** (Available Funds less Orders for Payment)
- c. **Budget/Precept 2019/20** (Precept requirements to AVDC by 18th January 2019). The Parish Council agreed a budget increase of £2,000 and agreed to raise the precept from £31,000 to £33,000. **ACTION: CLERK to return precept request to AVDC (deadline Friday 18th January 2019).**

13. Items for Information

- **LAF.** 13.12.18. Worminghall Village Hall. **ACTION: KB to attend.**
- **Christmas Tree.** The Tree will be in place on Tuesday 11th December.
- **Sentinel Speed Camera.** LS informed the meeting that Haddenham's recent measures to control speeding traffic had been successful. Cuddington to consider a speed watch in early 2019.

14. Date and Time of Next Meeting:

Monday 28th January 2019 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).*

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