

DRAFT MINUTES

2018/53

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting held in The Bernard Hall
Monday 28th January 2019 at 7.30pm

PRESENT: Josephine Bradford (**JB**), 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 3 Parishioners present.

The meeting was chaired by Ken Brown (**KMB**).

NB: Action points highlighted.

Parishioners Question Time

A Parishioner proposed that Cuddington Playing Fields Association be a substantial benefactor of any S106 funds so that improvements could be made to the Clubhouse to create a multi use building suitable for a variety of interests for a wide audience. As landowners of the Clubhouse, the Parish Council agreed that aspirations for the facility is a joint PC/CPFA task and that the asset requires a long term plan. KMB has written to the CPFA inviting proposals. The meeting was informed that the Parish Council, through the second consultation in the Neighbourhood Plan, will be seeking a clear idea of what villagers aspirations are for the Clubhouse and playing field. This will produce a 'shopping/wish list' against sources of funding. Whilst the Parish Council has requested S106 monies from application 18/00137APP Land North of Aylesbury Road be put towards "improvements and/or refurbishment of Cuddington Village Hall's audio visual equipment at the Bernard hall and/or improvements to equipped play facilities and/or provision of a multi use games area at Cuddington Playing Field, it was understood that, with agreement of all parties, minor amends can be put forward.

1. Apologies

Ken Birkby (**KB**)

2. Approval of Minutes – Monday 10th December 2018

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

3. Matters Arising

- **Village Maintenance/Administration**

- Footpath Map. Ongoing.
- **Playground repairs.** Councillors agreed to the replacement of junior swings with the installation of a swing and birdnest at a cost of £5,274.00. **ACTION: LS to instruct.**
- Water on Dadbrook Road – treatment and ownership of ditch for clearing (**PI**)

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- Uneven Footpath – Swan Hill. Dave Smith has confirmed this has been placed on Capital Teams list last year but footpaths outside shops and heavy footfall are being prioritised first.
- 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.** Aylesbury Road/Dadbrook junction gully order raised on 23/03/18 and works completed on 04/04/18.
- **Mobile Phone Booster** for rural communications. **ACTION: KMB to continue to research.**
- **GDPR Legislation.** **ACTION: CLERK/LS to clean files.**
- **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.**
- **Devolved Services.** **ACTION: KB to inform Simon Brown and ensure all insurers/public liability are in place.**
- **Sentinel Speed Watch.** To consider for Spring.

4. Declarations of Interest

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

5. Correspondence

- Email from Parishioner asking if PC has Tree Officer. This is not an official role and as such the PC does not have an official Tree Officers. As part of any planning proposals, the PC looks carefully at any possible impact on trees and the wider environment.
- Email from Parishioner noting increase in David Einnig and other construction lorries driving in village. Whilst traffic is controlled through planning conditions which give permitted routes for site access, it was questioned how this is enforced. PI explained that letters are sent to persistent offenders but evidence is required. A Parishioner suggested a village email dropbox could be created where photographs are sent to a dropbox and collated to provide evidence. **ACTION: PI to provide Freight Strategy email address.**

6. Reports from Councillors attending meetings and outside organisations

ACTION: KB to report on LAF Meeting 13.12.18 if applicable.

7. Contributions from AVDC and BCC Cllrs

- **Cllr Judy Brandis.** Transition to Unitary. The Secretary of State has imposed the leader of the County Council on the District to run the transition to Unitary. Chiltern and South Bucks have taken it to judicial review. Judy reported that there had been no rough sleepers on the streets of Aylesbury during the cold weather. A by-election has been called to fill the vacancy for a District Ward Councillor for Haddenham and Stone. The date of poll will be 7 March 2019. There were no updates on the VALP.

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- **Cllr Paul Irwin.** A yellow weather warning is in place for snow developing later during Tuesday afternoon and continuing during the evening and early Wednesday morning, affecting Buckinghamshire. It was noted the salt bins were low and that the one in Spurt Street had gone missing. **ACTION: CLERK to request top ups and installation of new bin in Spurt Street.**

8. Planning

Approval of 18/00137 Erection of 8 dwellings - Land North Of Aylesbury Road noted together with confirmation of postal address as **1-8 White Swan Lane, Cuddington, HP18 0YL.** Works should commence in March 2019.

9. Neighbourhood Plan

KT had circulated a Housing Note prior to the meeting. AVDC have confirmed that the current housing requirement for Cuddington is likely to be more than the allocation in VALP. This is because the application of new guidelines by the Government will require the review of VALP to incorporate increased housing numbers. It is proposed the NP should include sufficient sites to deliver a *minimum* of 12 homes, the exact number to be determined by the blended ranking of the sites through Consultation. Good progress has been made with the site promoters and Task groups. KT reminded the meeting that the Dadbrook site will be omitted through modification as the site promoter does 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). The larger development will form part of the village consultation. The second Village Consultation is now proposed for early Spring. A short report and questionnaire will be available on line and through the Shop/Denise's. In addition, there will be an exhibition at the Bernard Hall (on a Friday, Saturday, Sunday) to allow residents to ask questions and discuss their views with members of the Steering Group.

10. Traffic Feasibility Study

In preparation for meeting, RS had circulated report and recommendations from Ringwood Jacobs and AVDC (meeting 14.01.19) with costings to Councillors. It was agreed to progress as follows:

- **Stage 1** – All white lines to be refreshed. New white lines to be painted both sides of the road from where the road thins entering Aylesbury Road to the junction with Dadbrook. All central white lines to be removed. Slow white markings painted on the road at all approaches to the Aylesbury Road junction from Dadbrook. Work to commence May/June 2019.
- **Stage 2** – High Friction surface, dragons teeth, 30mph roundels and chevrons on all three entrances to the village. Total cost re-negotiated to £14,938.00. Agreed subject to LAF funding. (The Parish Council has applied to LAF for match funding - £8,800.44. Decision 12th March 2019).
- **Stage 3.** Stage 3 would include a potential 'build out' along Aylesbury Road approximately 60m east of Spicketts Lane (cost - £26000). It is also proposed to revisit the 30mph signing on Aylesbury Road to see if it could be moved further out of the village. Both proposals would need to be re-assessed in the light of any housing proposals that come forward through the Neighbourhood Plan. The change to the 30mph sign would also need the support of Thames Valley police.

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A potential pedestrian controlled crossing outside the new Swan Hill development would cost around £50000- £100000 . The housing development will provide an uncontrolled crossing at this point and its performance will be monitored to see if further measures are required.

11. Devolved Services

The BCC Agreement of Variation in respect of the Local Council Devolution Scheme Agreement (for continuation of Devolved transportation activities from 1st April 2019) was signed by KMB and LS. The grant allocation of £846.43 was noted. **ACTION: CLERK to return to BCC.**

12. Assets of Community Value

It was agreed to submit new nominations for the listing of Cuddington Village Stores (nominated by PC/registered 17th July 2014), Crown PH (nominated by CAMRA/registered 2nd April 2015) and Allotments as an Asset of Community Value. It was also suggested the telephone box is nominated for listing **ACTION KB/CLERK to liaise with Sarah Andrews, AVDC**

13. Funding

- LAF funding from the 2019/20 local priorities budget (non-TfB projects). There were no projects for a non-TfB project.
- New Homes Bonus Funding (Expression of Interest form to be submitted prior to d/l 14th June 2019). It was noted that the submission of a New Home Bonus Funding Scheme must include a business case (with audited accounts) and delivery plan to evidence:
 - *The impact of growth on the area - this may be as a result of new development*
 - *The need or community desire for the investment proposed*
 - *Firm costings together with a funding and delivery plan*

It was agreed to submit an Expression of Interest form. **ACTION: JB/LS to draft in time for February meeting. CLERK to agenda for February meeting.**

14. Finance

- a. **Balance from Minutes of previous meeting 10th December 2018):**
BALANCE: £32,432.20
 - **Receipts: £0.00**
 - **Debits: 0.00**
 - **Plus unpresented cheques: £40.00** (Carl Small)
 - **Balance of Bank Account: £32,472.20** (as at 15th January 2019)
Available Funds: £32,432.20 (balance of bank account less unpresented cheques)
- b. **Orders for Payment: £2,363.64**
 - **Venetia Davies - £384.00**
 - **Venetia Davies - £72.00** (NP – 6 hours)
 - **Venetia Davies - £47.88** (Toner)
 - **Hartwell Nurseries – £260.00** (£216.67 + £43.33 VAT) – **Christmas Tree.**

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- **ONeill Homer/RCOH LTD - £1,320.00** (£1,100.00 + £220.00 VAT) - 2 days NP consultancy @ £550 on SEA Scoping).
- **AVDC - £222.01** (£185.01 + £37.00 VAT) Dog Waste Service April '18 – March '19.
- **Trustees of Bernard Hall – £57.75** (£21.00 CPC, £15.75 CNP November and £21.00 CPC December)
- **BALANCE: £30,068.56** (Available Funds less Orders for Payment)

Also Agreed

- JRB Enterprise - £142.00 (£118.63 + £23.37 VAT) – Dog Bags
- **BALANCE: £29,926.56**

Donation to St. Nicholas Church for hire of hall for NP meeting. ACTION: CLERK to list on Orders for Payment for February.

15.2019 Parish Council Meetings including the Annual Village Meeting

Agreed as last Monday of the month except in event of Bank Holiday Monday. Annual Village Meeting agreed as Thursday 30th April.

16.Items for Information

- **Parish Unitary Liaison Meetings – 4th April 2019** - Gawcott Village Hall. KB to attend.
- **Road Closure (TTRO)** – 00:00 to 23:59 on 04-08 February 2019 - Aylesbury Road, Approx 168 metres. Rebuild wall damage (adjacent to Crown PH).

17.Date and Time of Next Meeting:

Monday 25th February 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).*