

DRAFT MINUTES

2019/67

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in The Bernard Hall** **Monday 23rd April 2019 at 7.30pm**

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

Parishioners: There were 10 Parishioners present.

NB: Action points highlighted.

Parishioners Question Time

1. Apologies

Ravern Stevens (**RS**), Cllr Judy Brandis (**JB**), Cllr Paul Irwin (**PI**)

2. Approval of Minutes – Monday 25th March 2019

Draft Minutes of the above meeting were accepted as a true record.

3. Matters Arising

- **Village Maintenance/Administration**
 - Footpath Map. Ongoing.
 - Water on Dadbrook Road – treatment and ownership of ditch for clearing (**PI**)
 - Uneven Footpath – Swan Hill. Dave Smith had confirmed this has been placed on Capital Teams list last year but footpaths outside shops and heavy footfall are being prioritised first. **PI**, who has said he will keep an eye on the condition of the footpath, has also confirmed that none of the pathway is classed as a Category 1 and that there is no funding to resurface it at present (a lot of paths in **PI** area are in a similar condition).
 - 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)
- **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.**
- **New Homes Bonus Funding** (Expression of Interest form to be submitted prior to d/l 14th June 2019). **ACTION: JB/LS to draft Expression of Interest towards traffic calming for May meeting. CLERK to agenda for May meeting.**
- **Annual Village Meeting – ACTION: KB to organise Interpreter for AVM. PC to meet cost. KB to Chair meeting. LS to Minute (in absence of Clerk). KB to circulate village flyer to households and provide refreshments.**
- **LAF Funding.** Cuddington has been awarded £6,892 towards its traffic calming implementation. **ACTION: CLERK to raise PO and invoice.**

DRAFT MINUTES

2019/68

- **Sentinel Speed Watch.** Ongoing. Thanks were paid to Steve Wright for heading up the project. **ACTION: PARISHIONERS** to register volunteer help to Steve at stepnwright@googlemail.com or 01844 292610
- **Cherry Trees on Swan Hill.** The land that the cherry trees are on is under the responsibility of BCC but as the Cherry trees were planted by the Parish Council they are the responsibility of the Parish Council. **ACTION: Parish Council** to arrange pruning Cherry Trees on Swan Hill once the growing season has finished.

4. Declarations of Interest

All Parish Councillors have declared an interest in the Neighbourhood Plan.

5. Correspondence

There was no correspondence to consider.

6. Reports from Councillors attending meetings and outside organisations

KB will continue to attend the TfB HGV Strategy Group meeting. A meeting is planned to address concerns that many villages have on HGV's. With regard to approved planning applications and construction vehicles, proposals to give more commitments and enforcements, through planning conditions and S106 agreements, are being explored with Bucks Highways. **White Swan Lane/Rectory Homes.** It was noted that HGV vehicles are coming through the centre of the Village despite a construction traffic management plan being in place to ensure that construction traffic does not come through the village. **ACTION: CLERK** to follow up with Project Manager, Rectory Homes.

7. Contributions from AVDC and BCC Cllrs

There were none.

8. Neighbourhood Plan

Initial findings of Second Village Consultation.

KT reported on the fantastic response to the 2nd Village Consultation and thanked villagers for 'having their say'. Out of a possible 478 registered voters, 274 surveys had been submitted. In addition, 100 people attended the Exhibition held in the Bernard Hall (29th-31st March). The great amount of feedback/individual comment is now being analysed and collated by the Steering Group to be published in a summary report which will be published and put on the village website. KT has summarised the results in an article in the May edition of Village Voice and also in a Paper circulated to the PC. He explained that the scoring methodology used for ranking community benefits and community preference for the potential housing sites, used the Survey Monkey standard weighted average. The results were as follows:

- 80 % agree/ strongly agree with the draft vision, objectives, plan policies and Local Green Space proposals.
- The majority would like to see improvements to rural and village footpaths and more local green spaces.
- Traffic calming attracted by far the most support for improvements to community facilities. There was also strong support for a village car park and a safe route along Dadbrook to the A418.

2

The Agenda and Minutes of the Parish Council meetings can also be viewed at www.cuddingtonvillage.com

Please keep informed through Village Voice, www.cuddingtonvillage.com,
www.facebook.com/Cuddingtonvillage

DRAFT MINUTES

2019/69

- Two of the potential housing sites, Holymans Farm and the Healey Garden, received less than 40% approval as acceptable sites for housing and were ranked lowest in the survey. They will therefore not be included in the shortlist.
- The allotments and Dadbrook Farm sites were in the middle of the rankings with Hockaday paddock and Palm Piece at the top.
- The site with the highest acceptance level (73%) and highest average ranking was Hockaday paddock

For housing, community preference needs to be blended with a) environmental factors (based on findings of site assessment report prepared by Consultation Oneill Homer) and b) potential contribution to community benefits (traffic calming, footpath, etc). This exercise has to be completed but first indications are that it is unlikely to significantly affect the site rankings.

VALP. The position with the Vale of Aylesbury Local Plan is continuing to be monitored.

Dadbrook Site. During discussions with the Planners at AVDC and prior to the Steering Group meeting on 16th April 2019, KT had been informed by AVDC that it is minded to maintain the allocation at Dadbrook of 15 houses in VALP and not omit the allocation through modification as previously proposed. There was concern by the SG and PC that the actions of AVDC were not supported by any new evidence that development at Dadbrook would be restricted to 15 houses as proposed in VALP. In addition confirmation of the allocation could undermine the Cuddington Neighbourhood Plan process. A meeting with AVDC planners had been requested to resolve this but AVDC had declined to meet representatives from the PC/SG.

A number of options were discussed:

- To object to the new AVDC proposals by representation to the independent VALP Inspector. KT reminded the meeting that the PC made representation at the hearing (17th July 2018) that the Dadbrook site was not deliverable .
- Make the assumption that the Dadbrook site (15) stays in the NP. Together with Aylesbury Road site (8), Cuddington would then have fulfilled its minimum housing requirement as currently laid out in VALP.
- Continue with the Neighbourhood Plan and allocate the Villagers' preferred site as a 'reserve' site or allocate a site (not in reserve) and accept more houses than Cuddington is currently obliged to provide. This would provide a degree of resilience against any future housing requirements that may emerge in the next few years.

Because of the importance of the issue, it was agreed to consult the Village at the Annual Village Meeting on Tuesday 30th April. The Parish Council to discuss at its May meeting.

ACTION: CLERK to agenda for May meeting.

9. Traffic Plan

Ravern Stevens had met with Ringway Jacobs to deliver the 'build out' on Aylesbury Road (130 metres away from the 50mph sign); Stage 3 of the traffic calming measures. RS is awaiting a PID estimate and will then seek funding.

DRAFT MINUTES

2019/70

It was **agreed** in principle to go ahead subject to costs and funding, potentially from the New Homes Bonus. **ACTION: RS** to report on costs and funding, in association with **JB** and **LS** who will be submitting an Expression of Interest for the New Home Bonus fund.

10. Playing Fields Car Park

Given that the playing fields car park is under utilised some of the time, KT's suggestion that the car park be publicised with a sign to draw attention to those who aren't aware of the car park (visitors to the village, dog walkers, pub attendees) was **agreed**. The cost of the sign will be met by the Parish Council. **ACTION: LS** to obtain agreement from the CPFA.

11. Planning

- **19/01113/APP - Butharlyp How, Spurt Street, Cuddington, HP18 0BB**
Proposed single storey front and side extensions and a new roof to form first floor accommodation. Conversion of garage into a carport. Comments by: 23 April 2019
ACTION: CLERK to return NO OBJECTIONS to AVDC.
- **19/01211/ALB & 19/01210/APP - Skittle Green Cottage, Lower Church Street, HP18 0AS**
Single storey rear extension, replace existing external doors and windows, new dormer window, new rooflight, reinstate window, internal alterations and adjust existing ground levels. Comments by: 29 April 2019
ACTION: CLERK to return NO OBJECTIONS but comment to AVDC as follows: The Historic Buildings Officer has made technical comment and these comments should be taken fully into account. The Parish Council notes that there has been a neighbour objection to the overlooking window which can be resolved by omitting the window or ensuring it is obscured and non opening.
- **19/01194/APP - 32 Bernard Close, Cuddington, HP18 0AJ**
Single and two storey side and rear extension, new dormer windows on rear elevation and front entrance porch. Comments by: 7 May 2019
ACTION: CLERK to return NO OBJECTIONS to AVDC.
- **19/01410/APP – Cowleas, Spicketts Lane, Cuddington, HP18 0AY**
Demolition of garage, shed, store, conversion of existing garage and storage building, erection of new garage, extension of residential curtilage. Comments by: 10 May 2019
ACTION: CLERK to return NO OBJECTIONS to AVDC.

12. Finance

- a. Balance from Minutes of previous meeting (25th March 2019): **BALANCE:**
£21,560.78
 - Receipts: £0.00
 - Debits: 0.00

DRAFT MINUTES

2019/71

- **Plus unrepresented cheques: £2,203.89** (as per Orders for Payment March 2019)
- **Balance of Bank Account: £23,764.67** (as at 15th March 2019)
Available Funds: £21,560.78 (balance of bank account less unrepresented cheques)
- b. **Orders for Payment: £1,744.05**
 - **Venetia Davies - £432.00** (Additional 4 hours for AVM works and VAT return)
 - **Venetia Davies - £72.00** (NP – 6 hours)
 - **Venetia Davies - £128.65** (Paper, Postage Stamps, Office 365 (shared with Ashendon PC), Toners)
 - **Trustees of Bernard Hall Cuddington - £67.50** (5th, 19th, 25th (PC) February 2019)
 - **Trustees of Bernard Hall Cuddington - £158.25** (5th, 25th (PC), 29th, 30th, 31st March 2019)
 - **Ken Birkby - £53.20** (£30.00 (£25.00 + £4.99 VAT) - Bird Spikes) (£16.70 - Mileage 26 miles @ 45p plus parking x 2 £5.00 BMALC & TfB) (£6.50 (£5.42 + £1.08) – Photocopying of map).
 - **Ken Trew - £101.85** – (£96.00 Easels (8) for Neighbourhood Plan Exhibition – £5.85 - Mileage 13 miles @ 45p)
 - **Lorraine Stevens - £12.66** - The Sign Shed Limited (Grass cutting sign)
 - **2D Print - £15.00** (£12.50 + £3.50 VAT) – 10 x A4 Laminated Posters
 - **2D Print - £439.01** (£395.01 + £44.00 VAT) – Copying 2nd Village Survey plus Foamex Boards for Exhibition.
 - **2D Print - £25.00** (£20.83 + £4.17 VAT) 280 x A5 Reminder leaflets
 - **RCHO Ltd (ONeill Homer) - £49.03** (£40.86 + 8.17 VAT). Mapping Licence Fee
 - **Oxford IT Solutions - £60.00** (£50.00 + £10.00 VAT) – Website Development
 - **BALC - £104.90** (Annual Subscription)
 - **Best Kept Village - £25.00** (Entry Fee)
 - **BALANCE: £19,816.73** (Available Funds less Orders for Payment)
- c. **Audit:** c1) to review the effectiveness of the system of internal control, prepare the annual governance statement and approve. c2) to consider the Accounting Statement and approve by resolution and sign. **ACTION: CLERK to carry forward to May meeting.**

13. Items for Information

- **Risk Assessment** for Neal Waters (grass cutting for playground) was approved.
- **Verge Litterpick.** Thanks were paid to the small but enthusiastic number of volunteers that cleared the verges and ditches.

DRAFT MINUTES

2019/72

- **Gardening Club.** Carol Hayward has taken over as Chair from Jennifer Schram de Jong.

14. Date and Time of Next Meeting:

Annual Village Meeting: Tuesday 30th April 2019

Annual General Meeting: Tuesday 28th May 2019

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