

DRAFT MINUTES

2019/77

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting held in The Bernard Hall
Monday 24th June 2019 at 7.30pm

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

Parishioners: There was 1 Parishioner present. Cllr Judy Brandis (JB) and Cllr Paul Irwin (PI) were also present.

NB: Action points highlighted.

Parishioners Question Time

A Parishioner voiced the idea of a designated community orchard on land in the village that could be used by parishioners and the School. The Parish Council considered this a possibility for the future.

1. Apologies

Andrew Vickers (AV) and Cllr David Lyons (DL). Ravern Stevens (RS) was also absent.

2. Approval of Minutes – Tuesday 28th May2019

ACTION: CLERK to re-circulate Draft Minutes to Councillors with amendment to Finance (Item 16b). Balance: £38,912.66 (unaccounted cheque Simon Brown - £330.00 (village green grass cutting - 23/4/19). Draft Minutes to then be signed as a true record at the July meeting.

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. Resurfacing/repairs dependent on BCC funding
 - 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)
- **TAG 2: Ravern Stevens. ACTION: KB** to forward members of TAG 2 to RS.
- **Freight Strategy. ACTION: CLERK** to invite PI to give a briefing to fully understand Freight Strategy responsibilities at forthcoming PC meeting.
- **Mobile Phone Booster. ACTION: KMB** to produce article for VV.
- **GDPR Legislation. ACTION: CLERK/LS** to clean files.
- **Local Parish Infrastructure Priorities and Future Workshops. ACTION: KT** to inform Andy MacDougall, AVDC of infrastructure priorities once results of Village Survey and Traffic Survey are known.

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- **Pruning of Cherry Trees on Swan Hill.** Councillors agreed to quotation of £1,100 excluding VAT. **ACTION: CLERK to instruct contractor.**
- **Assets of Community Value. Village Stores and Post Office** (originally registered on 10th September 2014). Submission to be resubmitted eight weeks prior. **ACTION: CLERK to submit on or around 16th July 2019.** **Crown PH.** Nominated April 2015. Re-nomination due April 2020. **Telephone Box.** To be nominated.
- **Sentinel Speed.** **ACTION: KB to liaise with Steve Wright and Sue Jones to identify extra locations to those previously agreed.**

4. Declarations of Interest

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

5. Correspondence

There was no correspondence.

6. Reports from Councillors attending meetings and outside organisations

- **Buckinghamshire Council – Design Workshops for Town and Parish Councils** (13/06/19). KB/KMB attended. The purpose of the meeting was to determine how Buckinghamshire Council will run and liaise with Parishes. It is proposed that LAFS will now be called Community Boards. It is undecided whether there will be 11 or 19 although there was universal agreement at the meeting that 11 was not workable and would not represent a community satisfactorily. There will be 147 elected Unitary Councillors. A decision on the location of the HQ is still to be decided. There will be Council access points – a hub/single point of contact for queries concerning a Council. KB commented that it was well run but did suggest information is sent out so that it can be circulated to other Councillors rather than conveyed.
- **CPFA, LS.** The meeting fed back reasons for not publicising the car park. The recent cricket fundraising event had raised £590.00 and, as a result of the success of the day, a cricket club has now been set up on Friday evenings between 6-8pm for all interested villagers to take part. As a request from the Neighbourhood Plan Steering Group for the CPFA to consider its vision for the future, the CPFA have set-up a refurbishment committee. Thanks were given to KMB for painting the picnic benches. A finance report was circulated. A recent application for funding was successful with £1,000 awarded to lighting. The CPFA AGM is on 17th July 2019. The Bar AGM will be held end July/August.

7. Contributions from AVDC and BCC Cllrs

- Cllr Judy Brandis (**JB**). There is Planning Forum on 11/07/2019. The Council will be updated on VALP at its meeting in July. The Shadow Council has met, and its Chairman and Officers are in place and meet again in July. Community Impact Bucks is offering a service for Parish Council policies. There will be one overall Unitary Plan that overrides all separate Local Plans in two or three years time.
- Cllr Paul Irwin (**PI**). There will be a Freight Strategy update at the next LAF meeting. An environmental ban (7.5 tons) has been recommended for Cuddington Bridge from both Cuddington and Chearsley directions (also Chearsley/Long Crendon Bridge and

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Ashendon) which would permit local economy vehicles only. This is to go to Consultation. PI explained that the Police policy for a 20mph speed limit requires proof that vehicles are driving at an average of 25mph. With regard to the Oxford Cambridge Expressway, concerns of neighbouring villages were noted. PI will keep the Parish Council informed.

8. Planning

The following applications had been considered at the May meeting as non-Agenda items as they were received after the Agenda had been issued. They were ratified as follows:

- **19/01828/APP and 19/01829/ALB** - Wyncot, Frog Lane, Cuddington, HP18 0AX
Two storey side extension. NO OBJECTIONS to AVDC but commented *'it is understood that the applicant has agreed with neighbours that there would be planting to screen the opposing window of the two houses as per the letter from the neighbour.'*
- **19/01948/APP - 5 Swan Hill Cottages, Aylesbury Road, Cuddington, HP18 0BE.**
Rear Conservatory. NO OBJECTIONS to AVDC

9. Neighbourhood Plan (NP)

KT gave a brief summary on the current position of the NP reminding the meeting that at the end of the 2nd public consultation, the Parish Council had been informed by AVDC that the Dadbrook site for 15 houses had been retained in the VALP. The Parish Council's efforts to meet AVDC to position the works on potential housing sites from the second consultation were unmet, and whilst the PC wrote to the Inspector outlining the works of the NP and its anticipation of making housing allocations on the basis that Dadbrook wasn't included in VALP, it was agreed that support is unlikely - the inclusion of the Dadbrook site being retained and therefore not a modification to VALP.

Given the VALP will be satisfied in terms of housing numbers for Cuddington if Dadbrook is allocated, the Parish Council **resolved** that it would not allocate a site in the NP. It may however consider reserving a site if Dadbrook does not come forward. However, as the Parish Council is not eligible for a further grant (as it will not be allocating sites) it was agreed to ask O'Neill Homer for an estimate for the completion of the NP so that the Parish Council can resolved whether to commit Parish Council funds to complete the Plan or stop works completely. **ACTION: KT to request estimate of completion from O'Neill Homer and put the above proposition to the NP Steering Group.**

10. Traffic Plan

Cuddington has been awarded £6,892 towards its Stage 2 traffic calming implementation. This is required to be match funded. Councillors **resolved** to match fund (exact amount £6,894) from general reserves. Cuddington PC will be invoiced for 50% of the total scheme value upon completion of the project. JB has submitted the New Home Bonus fund for Stage 3 of the Traffic Plan (indicative amount £48,600) but has been informed that the fund is oversubscribed with the criteria being refurbishment of village halls and community amenities over traffic calming. KB requested the recently painted lines are refreshed. **ACTION: PI to arrange white lines to be refreshed.**

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11. Finance

a. Balance from Minutes of previous meeting (28th May 2019): **£38,912.66**

- Receipts: **£25.00** (CPFA peppercorn rent)
- Debits: **0.00**
- Plus unrepresented cheques: **£28.80** (Oxford IT Solutions)
- **Balance of Bank Account: £38,966.46** (as at 12th June 2019)
- **Available Funds: £38,937.66** (balance of bank account less unrepresented cheques)

b. Orders for Payment: **£4,655.96**

- Venetia Davies - **£432.00** (NP 4 hours relating to meeting 21.05.19)
- Venetia Davies - **£67.53** (Postage, Laminating pouches and toners, shared with Ashendon PC)
- Simon Brown - **£350.00** (Village Grass cutting – June)
- Blades Turf Care - **£320.00** (verge cutting - 28.5.19, 3.6.19, 11.6.19, 17.6.19 and Cultivation and seeding to repair damage from salt bin (£100))
- Gilly Cottman - **£73.93** (Village flowers)
- Trustees of Bernard Hall - **£64.50** (Village hall hire £30.00CPC, £34.50CNP)
- RCHO Ltd (O'Neill Homer) - **£3,348.00** (£2,790.00 + £558.00 VAT) (5 days @ £550 plus £40 meeting)

BALANCE: £34,281.70 (Available Funds less Orders for Payment)

Also approved

- Neal Waters - **£160.00** (children's playground cuts 30.5.19, 6.6.19, 12.6.19, 17.6.19)
- Information Commissioner - **£40.00** (annual data protection renewal fee)

BALANCE: £34,081.70

c. Management Report/Neighbourhood Plan Budget. **ACTION: CLERK to agenda for July meeting.**

12. Items for Information including:

- LAF meeting, Wed 3rd July 2019 at 7.00pm at Oakley Village Hall, HP18 9RD. **ACTION: KMB to attend.**
- TfB conference, Wed 26th June 2019. **ACTION: KB to attend.**
- Planning Forum, 11th July 2019 at 7.30pm in The Diamond Room, The Gateway, AVDC **ACTION: KMB to attend.**
- Bollards opposite Crown. **ACTION: KB to talk to neighbour highlighting concerns over likely accidents and potential liability.**

13. Date and Time of Next Meeting:

Monday 29th July 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).*