

DRAFT MINUTES

2019/95

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in The Bernard Hall** **Monday 25th November 2019 at 7.30pm**

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

Parishioners: There were 5 Parishioners present. Cllr Judy Brandis (**JB**) & Cllr Paul Irwin (**PI**) were also present.

NB: Action points highlighted.

Parishioners Question Time

There were no questions.

1. Apologies

Andrew Vickers (**AV**).

2. Approval of Minutes – Monday 30th October 2019

The Draft Minutes of the October meeting were signed as a true record by KB.

3. Matters Arising

- **Village Maintenance/Administration**
 - Footpath Map. Ongoing.
 - Water on Dadbrook Road – treatment & ownership of ditch for clearing (**PI**)
 - Uneven Footpath – Swan Hill. Resurfacing/repairs dependent on BCC funding.
 - '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)
- **GDPR Legislation.** **ACTION: CLERK/LS to clean files**
- **Local Parish Infrastructure Priorities and Future Workshops.** **ACTION: KT to inform Andy MacDougall, BCC of infrastructure priorities once results of Village Survey and Traffic Survey are known.**
- **Cars parked on Village Green.** **ACTION: PI to enquire if TfB can cover the cost given this area was tarmaced in error.**
- **Assets of Community Value. Crown PH.** Nominated April 2015. Re-nomination due April 2020. **ACTION: CLERK to submit April 2020.**
- **Christmas Tree.** **ACTION: KB to order and confirm Saturday 14th December as date for erecting on Upper Green.**
- **Rectory Home Development.** **ACTION: KT to request landscaping to Parish land in the Spring.**

4. Declarations of Interest

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

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RS declared an interest in Planning Application 19/03867/APP & 19/03868/ALB and left the room at Item 13.

5. Councillor Vacancy

There were three very good applicants for the Parish Councillor role. KB explained that regrettably only one could go forward but hoped that all three applicants would be interested in putting themselves forward in the Parish Council Elections in May 2020 when there will be an opportunity for a completely new Parish Council for Cuddington. Ken stressed that a proper Election (triggered when there are more than 7 applicants) is the fairest way to select and would enable everyone in the Village to feel they are involved. The Parish Council proceeded to co-opt **Julia Ridout** (a result of Councillor Josephine Bradford's resignation) and welcomed Julia to the Parish Council. KB asked the other two candidates to go forward with a 'buddy' Councillor so that they could illustrate what happens in the Parish Council between now and May. Julia Ridout completed the Declaration of Acceptance of Office. **ACTION: CLERK to notify AVDC and return forms to AVDC. Julia Ridout to sign Register of Interests form. CLERK to circulate Parish Council procedures (Standing Orders, Code of Conduct, Risk Assessment, etc) to JR.**

6. Neighbourhood Plan

KT explained that the progress of the Neighbourhood Plan had been held back by VALP. The Main Modifications however have now been published with the Consultation closing on 17th December 2019. The key points for Cuddington are that the total housing requirement has been confirmed as 28 (ie approx. 10% growth for the period 2013 to 2033) and that the Dadbrook Farm allocation remains in the Plan. The 28 new homes consist of 5 completions and commitments, an allocation of 8 homes at Aylesbury Road north (due to be completed by April 2020) and an allocation of at least 15 homes at Dadbrook Farm. The VALP target date for completion of the Dadbrook Farm site is 2023. KT pointed out that there are a number of instances where number of houses have been altered to read 'at least' but explained that this is because the numbers in the Plan are the minimum numbers that are achievable. The Steering Group has prepared a Pre submission draft which has been circulated to Councillors. **ACTION: COUNCILLORS to send comments to KT by Monday 9th December 2019.** The Pre-Submission draft will be informally submitted to AVDC in December so that any informal comments can be received. Once VALP has been published, a Draft Neighbourhood Plan will be submitted to AVDC for comment. A 6-week Consultation to the village will follow which will be amended as necessary to take account of comments and then submitted formally to AVDC for approval. The Draft Neighbourhood Plan will then be assessed by an Independent Planning Inspector and amended to take account of the Inspectors recommendation. The Final Neighbourhood Plan will be submitted to a Village Referendum for approval (Autumn 2020).

7. Traffic Plan

Build Out. RS has re-negotiated the cost of the Build Out (to reduce the flow and speed of traffic) and obtained a reduction in the quote from £59,750 to £46,500 (as per the funding obtained from the New Homes Bonus). Following Consultation, the Build Out will be constructed in April/May 2020. The location plan was circulated (the build-out now likely

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to be moved to be in line with the existing speed limit signs, and the speed limit signs to be relocated further out of the village). Councillors **agreed** the advance payment of £6,149.96 for the design and consultation stage. The remaining £40,351 payable at the implementation stage. **ACTION: RS/CLERK** to raise Purchase Order to Ringway Jacobs with a confirmation letter (to the PACs Co-Ordinator mailbox) agreeing to pay the sum of £6,149.96 + VAT before work commences.

8. Traffic Action Group – TAG2020

Peter Spence, lead for TAG2020, explained to the meeting that the Group has now been set up in recognition of a number of traffic initiatives requiring co-ordination. It has been agreed that HGV, farm traffic, speeding, 20's plenty, etc are to be considered and a strategy developed. This will include identifying partners (such as CPRE and NFU) and developing relationships with Transport for Bucks and Buckinghamshire Council. The Group is now keen to recruit people independent of the Council. An article will appear in the next issue of Village Voice. The Group also has a dedicated page on the village website. It was agreed the Draft NP be sent to Peter to ensure a commonality between the NP and TAG2020. **ACTION: KT to forward Draft NP to Peter Spence.** Councillors agreed to allocate a budget of £250.00 to TAG 2020 for minor expenses from the Traffic Measures budget (£30,000). PI informed the meeting that a review of the Expressway could soon be underway with proposals for road improvements in Buckinghamshire (including the A418) and Oxfordshire an alternative. He reminded the meeting that HS2 is still not determined.

9. Playground

LS reported on the annual Playground Inspection. Many items were highlighted as low risk or very low risk. The baby swings were highlighted as a moderate risk due to the spilt in timber frame. Matting under the swing to be installed and all other matting to be checked and secured. All matting also needs to be replaced and installed in Spring. It was agreed to obtain quotes for a multi-use piece of equipment that could be paid for by Section 106 funding available (£23,140.66). **ACTION: LS to obtain quotes for multi-use equipment. LS to display the Playground Inspection certificate.**

10. Correspondence

There was none outside the Agenda items.

11. Reports from Councillors attending meetings and outside organisations including CPFA.

There were none.

12. Contributions from AVDC and BCC Cllrs

- JB informed the meeting that VALP will come to full Council in January; likely to be middle or late January. AVDC has been inundated for requests for trees to be planted. KB informed JB that the boundary of the playing field will be planted with saplings in March 2020 by volunteers and children. Grants are available from the Heart of Bucks.

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- PI informed the meeting that the new Buckinghamshire Council will have 16 Community Boards, each with their own Officer, and will replace Local Area Forums. Haddenham will join Waddesdon. There will be funding available. There will be a network of local contact points (to be known as Council Access Points or CAPs) across Buckinghamshire. These will be situated in community locations across the county and will enable local people to get face-to-face support with queries about council services. A Freight Strategy meeting will take place soon and a Sentinel meeting. **ACTION: PI to inform Cuddington Parish Council of both meetings.**

13. Planning

- 19/03867/APP & 19/03868/ALB - Bridgeway, The Green, Cuddington, HP18 0AN. First floor side extension. **ACTION: CLERK to return NO OBJECTIONS to AVDC.**

14. Finance

- Balance from Minutes of previous meeting (30th October 2019): **£42,201.39**
 - Receipts: £0.00
 - Debits: 0.00
 - Plus unpresented cheques: £0.00
 - Balance of Bank Account: £42,201.39** (as at 15th November 2019)
Available Funds: £42,201.39 (balance of bank account less unpresented cheques)
- Orders for Payment: **£645.32**
 - Venetia Davies - **£408.00** (NP 2 hours)
 - Venetia Davies - **£7.32** (stamps)
 - Blades Turf Care (Simon Brown) - **£110.00** (Village grass – 27.10.19 and 18.11.18)
 - Royal British Legion - **£60.00** (Remembrance wreath)
 - LERC Online - **£60.00** (£50.00 + £10.00 VAT) (Biodiversity Data Search)
 - BALANCE: £41,556.07** (Available Funds less Orders for Payment)

Also agreed:

 - Neal Waters - **£40.00** (children's playground cut)
 - Trustees of Bernard Hall Committee - **£22.50** (PC meeting 30/10.19)
 - OXIT Limited - **£100.20** (12 months web hosting and email platform)

BALANCE: £41,393.37
- Management Report/Neighbourhood Plan Budget/Budget for Precept setting 2020/21. Circulated. **ACTION: Councillors to consider Precept request.**

15. Items for Information

- Buckinghamshire Council Proposed Priorities and 2020/21 Budget Consultation (closes 25.11.19).
- VALP Main Modifications Consultation (closes 5.15pm 17.12.19)
- Rights of Way Improvement Plan Consultation (closes 24.12.19). **ACTION: KB to review.**
- Aylesbury Garden Town Vision 2050. Available for Consultation for 4 weeks from 06.01.20.

16. Date and Time of Next Meeting:

Tuesday 17th December 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).*