

DRAFT MINUTES

2019/99

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in The Bernard Hall** **Monday 17th December 2019 at 7.30pm**

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

Parishioners: There was one Parishioner present.

NB: Action points highlighted.

Parishioners Question Time

There were no questions.

1. Apologies

Ravern Stevens (**RS**), Andrew Vickers (**AV**), Cllr Judy Brandis (**JB**). Cllr Paul Irwin (**PI**) was also absent.

2. Approval of Minutes – Monday 25th November 2019

The Draft Minutes of the November 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. Order raised for repairs.
 - '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.
- **Rectory Home Development.** **ACTION: KT** to request landscaping to Parish land in the Spring.
- **Freight Strategy and Sentinel meetings.** **ACTION: PI** to informed Cuddington Parish Council of dates.
- **Christmas Tree Lights.** It was agreed the lights need replacing for 2020. **ACTION: KB** to purchase new lights.
- **Road Lining.** **ACTION: RS/Clerk** to informed PI of refreshing works in January.

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4. Declarations of Interest

All Parish Councillors have declared an interest in the Neighbourhood Plan including new Councillor Julia Ridout.

5. Neighbourhood Plan

KT has amended the Draft in line with Councillors comments and has submitted an informal pre submission of the Neighbourhood Plan to AVDC. Because of modifications to VALP, AVDC will not be able to comment until the New Year. Appendices are to be finished. The consultation process will commence in Spring 2020 and will include landowners. The Final Neighbourhood Plan will be submitted to a Village Referendum for approval (Autumn 2020).

6. Traffic Plan

Build Out. TfB has acknowledged receipt of CPC Purchase Order and confirmed that everything is now in place for works to commence. **RS/CLERK to request invoice to be raised for the PO amount of £6,149.96 + VAT (and the invoice for Stage 2 Lining works).** The meeting was reminded that the £15,000 contribution from Rectory towards traffic calming will not be available until the first occupant moves in. **ACTION: KT to confirm the wording of the Rectory Homes S106 agreement.**

7. Traffic Action Group – TAG2020

A report of activities to date was circulated by lead Peter Spence. There was a Call to Action for Parishioners to talk widely about TAG and help spread the work of its initiatives which aims to combat farming issues, HGV traffic, car parking and Aylesbury Road hazards. To contribute to the works of the Group please email: prspence@btinternet.com. Regular updates are now being featured on the website and in Village Voice. The 20's plenty stickers for refuse bins have been door dropped to residents and are slowly appearing. More prominence is required in Hillside.

8. Tree Works

Councillors approved quotation (£750.00 + VAT) for works to the pine tree near the Old Forge Lodge. **ACTION: CLERK to instruct Contractor (TPO to be sought) and inform neighbours prior to work commencing.**

9. Playground

The Playground Inspection certificate has now been displayed. Councillors agreed quotation for replacement baby swings (£3,145 + VAT) and matting (£1,000 + VAT). **ACTION: LS to instruct purchase and installation.** With reference to the Section 106 funding (£23,140.66) for the provision of a multi-use games area, it was agreed that this be regarded as a large project between the CPFA and the PC where, for example, a Project Manager assesses the village views and explores further funding opportunities/grants. **ACTION: CLERK to obtain list of funding bodies from Joe Houston, AVDC.**

10. Correspondence

- A request for the Village Picture House to promote the car park at the Playing Fields has been received. It was suggested this could be done via the website and on printed cinema tickets. **ACTION: LS to raise with the CPFA at its January meeting.**

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11. Reports from Councillors attending meetings and outside organisations including

CPFA. KB and KMB attended the last LAF meeting. Buckinghamshire Council's new Community Boards will replace now replace LAFs. Cuddington will be included in the Haddenham Community Board and this will be a much larger area than the previous LAF area. A pre-meeting has been arranged for April/May for participants to set the Agenda prior to the first Community Board meeting in June. A 3% decrease in crime was reported in Haddenham. There will be a meeting in the New Year to update Parishes with the use of Sentinel. 33 speeding letters sent out to drivers speeding through Cuddington.

12. Contributions from AVDC and BCC Cllrs

There were none.

13. Planning

There have been no new applications since the November 2019 meeting.

14. Finance

- a. Balance from Minutes of previous meeting (25th November 2019): **£41,393.37**
 - Receipts: £92.25 (VAHT grant – devolved services*)
 - Debits: 0.00
 - Plus unrepresented cheques: £0.00
 - **Balance of Bank Account: £41,485.62** (as at 11th December 2019)
 - Available Funds: **£41,485.62** (balance of bank account less unrepresented cheques)
- b. Orders for Payment: **£771.81**
 - Venetia Davies - £384.00
 - Venetia Davies - £4.00 (Stationery)
 - Ken Birkby - £320.00 (Christmas Tree - £266.67 + £53.33 VAT)
 - Gilly Cottman - £63.81 (Planting around BKV sign)
 - **BALANCE: £40,713.81** (Available Funds less Orders for Payment)

*Now that the Parish Council is responsible for the verge cutting in Bernard Close, it was agreed to request a meeting with the Vale of Aylesbury Housing Trust so that the Parish Council's right of access can be established. **ACTION: KT to contact VAHT.**

- c. **Management Report/Neighbourhood Plan Budget/Budget for Precept setting 2020/21.** The PC agreed the 2020-21 budget & projects and resolved to raise the precept by 9.09% from £33,000 (Band D £116.24) to £36,000 (Band D £121.93). The percentage increase that will appear on the bill is 4.9%. **ACTION: CLERK to return precept request to AVDC (deadline Friday 17th January 2020).**

15. Items for Information

- Rights of Way Improvement Plan consultation (closes 24.12.19)
- CPFA – 13th January 2020. **ACTION: LS to attend.**
- AVM – Wednesday 22nd April 2020. **ACTION: CLERK to book Village Hall.**

16. Date and Time of Next Meeting:

Monday 27th January 2020 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).*