

DRAFT MINUTES

2020/005

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in The Bernard Hall** **Monday 2nd March 2020 at 7.30pm**

PRESENT: Ken Brown, **(KMB)**, Julia Ridout **(JR)**, Lorraine Stevens **(LS)**, Ravern Stevens **(RS)**, Ken Trew **(KT)**, Andrew Vickers **(AV)**, Venetia Davies **(Clerk and RFO)**.

Parishioners: There were 4 Parishioner presents. Cllr Paul Irwin **(PI)** was also present.
The meeting was chaired by Ken Brown, Vice Chairman

NB: Action points highlighted.

Parishioners Question Time

Peter Spence requested a TAG table at the AVM. **ACTION: CLERK to invite community groups to talk at the AVM and include TAG and the Gardening Club.** The meeting was reminded to report Potholes and fly tipping (recently in Low Lane) on Fix My Street - <https://www.fixmystreet.buckscc.gov.uk/>.

1. Apologies

Ken Birkby **(KB)**, Andrew Vickers **(AV)**, Cllr Judy Brandis **(JB)** and Cllr David Lyons **(DL)**.

2. Approval of Minutes – Monday 27th January 2020.

The Draft Minutes of the January meeting were signed as a true record by KMB.

3. Matters Arising

- **Village Maintenance/Administration**
 - Footpath Map. Ongoing. **ACTION: JR to progress.**
 - 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/Land Registry **(KB)**
- **GDPR Legislation.** **ACTION: CLERK/LS to continue cleaning files for commercial shredding.**
- **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.**
- **Assets of Community Value. Crown PH.** Nominated April 2015. Re-nomination due April 2020. **ACTION: CLERK to submit April 2020.**
- **Christmas Tree Lights.** **ACTION: KB to purchase new lights.**
- **Road Lining.** **ACTION: PI to progress once weather improves.**
- **Tree works to pine tree near the Old Forge Lodge.** Contractor is awaiting Council permission for works to tree. **CLERK to notify neighbours of works when date known.**
- **Right of Access over VAHT land to Playing Fields.** Letter sent to AVDC legal department (Ifty Ali) requesting this be resolved between AVDC and VAHT. **ACTION: KB/CLERK awaiting response.**

4. Declarations of Interest

All Parish Councillors have declared an interest in the Neighbourhood Plan. KB declared a personal interest (as a Friend) in Planning Application: **20/00358/ACL**.

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5. Neighbourhood Plan

The new Buckinghamshire unitary authority have confirmed that they will be producing a Buckinghamshire Local Plan by 2025. This will incorporate the VALP once its approved. Bucks are also producing a longer-term strategic development plan to plan for growth up to the year 2050. A response from Cuddington's 'pre-submission' draft of the Neighbourhood Plan, linked with VALP, is likely to be within the next few weeks once works have been completed on VALP. Neighbourhood Plan Officers will remain the same with the new Buckinghamshire Council. The Rectory Homes development is delayed until June; Section 106 monies due when the first occupier moves in.

6. Traffic Plan

RS recapped and updated the meeting on the Traffic plan

- **Stage 1.** Lining Works – kindly organised, free of charge, by Cllr PI.
- **Stage 2.** Signing and Lining Works - £13,784.21. LAF, who has matched funded and invoices the scheme, has confirmed that works (already completed), came in under budget. Cuddington PC will be invoiced (w/c 2nd March 2020) **£5,867.54** (not £6,894).
- **Stage 3.** Build Out and Aylesbury Road Lining Works. The programme, location and timeframe was circulated. The Road Safety Audit team site visit was scheduled to take place on 25th February 2020; a report on problems/recommendations to follow a week later. BCC will then prepare a 'designer response' addressing any issues. BCC is aiming for construction mid July 2020 with an end of August completion date. TfB will invoice Cuddington Parish Council, at the end of the scheme as follows:
 - a. **£6,149.96** Road Safety Audit and Consultation works
 - b. **£2,913.83** Detailed Design and Obtaining Quotation Commission
 - c. **Anticipated future costs.** A budget estimate has been circulated (PID) of **£48,600.00** (secured by the New Homes Bonus and agreed to be extended by email (04.02.20). Costs, **a** and **b** included in this. A quotation will be provided upon the completion of obtaining competitive quotes.

RS explained that the Feasibility Study had identified the location of the Built Out – a result of the issue being speed of vehicles coming into the village. It was discussed that the Build Out, which is street furniture, will restrict the carriageway to one lane and act as an obstacle to vehicles entering and exiting the village, thereby slowing all traffic. RS will be pressing for the 50mph/30mph speed sign to be pushed further out of the village, passed Spicketts Lane.

7. Correspondence

There was none outside the Agenda items.

8. Reports from Councillors attending meetings & outside organisations including CPFA

LS reported on the CPFA meeting (03.02.20 - attended by KM, KMB and LS). Promotion of the Playing Field's car park for Village Picture House use was agreed provided it doesn't clash with CPFA events. LS has informed Chris Long who is working on ways of promoting the car park to alleviate the problem. It was noted that parking issues are more evident at National Theatre Live performances, when doors open at the earlier time of 6.30, and when Lower Church Street residents may not have returned home. The new windows, funded by Rectory Homes, have now been installed and decorating has commenced with a team of volunteers. Bar funds of £4,500 have been transferred to the CPFA. The saplings, donated by the Woodlands Trust, are being planted on Saturday 7th February. Year 6 children have been invited to assist. The Committee is planning another Fun Day at the end of May rather

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than a VE celebration. PC representatives has suggested the formation of a Project team to explore how Section 106 monies are spent/further funding opportunities. It was agreed that grass seeds and topsoil both now be provided by Simon Brown.

9. Contributions from AVDC and BCC Cllrs

PI updated the meeting:

- **Community Board workshop** - 19th March at Waddesdon School.
- **Green Future Bucks** - Thursday 12th March 6.00-7.30pm, The Gateway, Aylesbury. Grants are available for up to £2,500 for Parish Councils **ACTION: LS/KMB to attend.**
- The announcement on the Expressway will be made next week. The roundabout at Westcott is well underway. Ken Stephenson will be replacing PSCO Susan Jones who is retiring. The meeting commented that Susan will be greatly missed.

10. Planning

- **20/00262/APP - Cowleas, Spicketts Lane, Cuddington, HP18 0AY.**
Demolition of garage shed and store. Conversion of existing garage and storage buildings to dwelling. Erection of garage. Cllrs attended a site visit on 8th February 2020. Subsequent submission of No Objections to AVDC.
- **20/00358/ACL - Cowley Farm, Aylesbury Road, Cuddington, HP18 0BG**
Application for a certificate of lawfulness for existing use of building as a workshop/store, with the external storage of building materials. Comment deadline: 4th March 2020. **ACTION: CLERK to return comment to AVDC:** *Given the history of unsuccessful planning applications for this site, there are concerns that this might represent the initial stage towards another future application for residential development.*

11. Finance

- a. Balance from Minutes of previous meeting (27th January 2020): £40,242.84**
 - **Receipts: £1,500** (AVDC Micro Grant, New Homes Bonus Playground)
 - **Debits: 0.00**
 - **Balance of Bank Account: £41,742.84** (as at 17th February 2020)
Available Funds: £41,742.84 (balance of bank account less unrepresented cheques)
 - b. Orders for Payment: £4,159.13**
 - **Venetia Davies - £384.00**
 - **Ken Birkby - £71.56** (£35.00 electricity for Christmas Tree lights for Mr Woodford), £36.56 - Litter hoops)
 - **JRB Enterprise Ltd - £147.00** (£122.50 + VAT 24.50). (Dog Bags)
 - **Safe and Sound Playgrounds - £3,556.57** (£2,963.81 + £592.76 VAT) (Supply and installation of new timber swing with 2 cradle seats).
 - **BALANCE: £37,583.71** (Available Funds less Orders for Payment)
- Also agreed:**
- **Trustees of Bernard Hall Committee - £45.00** (Hall hire - £22.50 December 2019, £22.50 January 2020)
 - **Simon Brown - £110.00** (Village Green grass cutting 12.2.20 & 26.2.20)
 - **Venetia Davies - £23.40** (stationery and computer leads).
 - **BALANCE: £37,405.31**

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- c. **Management Report**, circulated. **Vehicle Activated Signs**. The PC has agreed to progress with repairs (£2,085.61) from its maintenance budget. PI commented that the moveable vehicle activated signs – NVAS or SID's - cost a similar amount and funding may be available from the new Community Boards.

12. Items for Information

- **Lorry restriction proposals for Ivinghoe 'freight zone'**. Wing Village Hall. Wednesday 4th March (2pm-7.30pm) or Ivinghoe Old School Community Hub on Thursday 5th March (2pm-8pm). **ACTION: Peter Spence to attend.**
- **Litter Pick**. Sunday 22nd March 2020 at 10am, meet on the Upper Green.
- **Freight Workshop**. Monday 23rd March at 7pm, Jubilee Pavilion at Stone, Bishopstone & Hartwell Parish. **ACTION: PS to attend.**
- **Town and Parish Council Elections**. Thursday 7th May 2020. Applications to be submitted to AVDC by Wednesday 8th April by 4pm. **ACTION: CLERK to distribute nomination papers.**
- **Tree Asset Register/Inventory**. It was agreed that the PC areas of responsibility for trees, surveys and works be recorded. **ACTION: CLERK to arrange village walk around with Colin Woolford, Local Area Technician and KT.**
- **Welford Way**. Cutting of lavender and clear up noted.
- **Holly Tree Lane**. Turfing noted.
- **Footpath Stiles and Gates**. **ACTION: JR to contact KB with concerns. CLERK to agenda for April meeting.**
- **Apologies for March 2020 Meeting**. JR, LS

13. Date and Time of Next Meetings:

Parish Council: Monday 30th March 2020 at 7.30pm in the Bernard Hall
Annual Village Meeting: Wednesday 22nd April 2020, 7.30pm
Parish Council: Monday 27th April at 7.30pm in the Bernard Hall
Local Elections: Thursday 7th May 2020
Parish Council AGM: Tuesday 26th May 2020, 7.30pm

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