

DRAFT MINUTES

2020/011

CUDDINGTON PARISH COUNCIL

Draft Minutes of Parish Council Meeting held by Zoom Video Conference Monday 27th April 2020 at 6.00pm

PRESENT: Ken Birkby (**KB**), 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 no Parishioners present for this virtual meeting.

NB: Action points highlighted.

Parishioners Question Time

- The PC has written to Martin Tett asking if Buckinghamshire Council would consider a reduction in speed limit as a response to 'Doctors Demand 20mph as Emergency National Urban Limited.' Buckinghamshire Council are not persuaded that 20mph would be observed or enforced; Martin Tett personally preferring to see better enforcement of existing limits. The Parish Council **agreed** it was not a good time to make a case for 20mph in Cuddington but to wait and see what effect the Build Out in Aylesbury Road had in terms of reducing speeds through the village.
- Email from Parishioner requesting and suggesting measures for a safer crossing at Footpath CUD13 (Chearsley Road). It was **agreed** that a mirror and warning sign highlighting the footpath be instigated. Possible funding to be sought. **ACTION: KB/CLERK to instigate.**
- A Parishioner has enquired about a PC funded Village Skip (provided by AVDC on the Playing Field car park, some years ago). The Parish Council agreed not to support.

1. Apologies

There were no apologies.

2. Approval of Minutes – Monday 13th April 2020.

The Draft Minutes of the March meeting (postponed until Monday 13th April 2020) were **agreed** as a true record. **ACTION: KB to sign at a future meeting of the PC.**

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. Repairs have been made to the recent Order raised but works to the uneven footpath are still required
 - '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.** KT to inform Andy MacDougall, BCC of infrastructure priorities once results of Village Survey and Traffic Survey are known.
- **Christmas Tree Lights.** **ACTION: KB to purchase new lights.**

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- **Road Lining.** **ACTION: PI to progress once weather improves.**
- **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.**
- **Annual Village Meeting (postponed until 2021).** **ACTION: CLERK** to invite community groups to talk at the AVM and include TAG and the Gardening Club.
- **Benches Children's Play area/Playing Field.** **ACTION: LS/KMB to clean and paint.**
- **Green Future Bucks.** Grants of £2,500 are available for Parish Councils for projects such as Community Orchards and Owl boxes. Ongoing.
- **Footpath Stiles and Gates.** Some stiles are in a poor state including the gate at the 1945 bridge. **ACTION: KB/JR to action.**
- **Village Fete.** Impact on village societies who received donations from the fete fund. **ACTION: CLERK to agenda for the August/September meeting.**
- **Vehicle Activated Signs.** Pro-forma invoice (£2,085.61) to be paid on notice of production/competition date.
- **Minutes of Virtual Meetings.** **ACTION: KB to sign at future meeting.**

4. Declarations of Interest

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

5. Coronavirus Pandemic

There are more than 80 volunteers and 22+ villagers who have received help from the Voluntary Support Group.

6. Assets of Community Value (ACV)

The Crown PH was nominated as an Asset of Community Value by Aylesbury and Wycombe CAMRA and registered in April 2015. It is now due for renewal. In 2015, the Council listed the pub as an ACV as it considered it realistic to think that *there can continue to be non-ancillary use of the land and buildings which would further the social wellbeing and social interests of the local community*. However, the Hundred PH in Ashendon, also listed prior by CAMRA, recently failed the test for Assets of Community Value on the grounds that it did not further the social wellbeing or social interest of the local community. CAMRA has informed the PC that it is no longer allowed to nominate pubs as a group (due to a court case), but it can still assist with an application. It has also suggested that a level of protection for local pubs have been formally incorporated into a local authority planning policy. KT has confirmed that a policy can be added to the Neighbourhood Plan giving some protection, to avoid change of use, for example a pub to residential use but this does not protect the community right to bid. It was agreed that a strong case needs to be made to ensure the Crown retains its listing. **ACTION: KMB to look at other examples. KMB, KB and CLERK to complete nomination form, with possible help of CAMRA.**

7. Neighbourhood Plan

In accordance with government advice, the Parish Council **has postponed** any work on the Regulation 14 submission until further notice.

8. Traffic Plan – Aylesbury Road Build Out

TfB have advised that works for the Aylesbury Road Build Out (planned to be completed by August 2020) will be delayed until further notice. The Grants Officer for

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the New Homes Bonus, however, has delayed extending the agreement again (now end August 2020) and asked the PC to apply pressure on the contractor (the original timing was that it should be completed by the beginning of September 2019). RS is awaiting a reply from the Project Manager with regard to consultation and programme scheduling. **ACTION: RS to chase TfB and offer the PC's assistance in the consultation. RS/CLERK to keep Jan Roffe, informed of progress.**

9. Correspondence

Rectory Homes would like to support tree planting in the village. Contact details for the CPFA tree planting initiative have been forwarded to Rectory.

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

There were none.

11. Contributions from AVDC and BCC Cllrs

There were no contributions.

12. Tree Asset Register/Inventory

- **Tree Asset Register/Inventory.** KT has suggested that the PC should have a tree asset register/inventory so that it adopts a professional approach to its responsibility for village trees which would include an annual inspection report/survey with recommendations (much in the same way as the playground). **Agreed. ACTION: KT/CLERK to progress.**
- **Devolved Services Agreement.** An addendum to Cuddington's devolved services agreement, clarifying Bucks Highways responsibility for managing the hedgerows, trees and ditches at the new rectory homes development has been requested. The Devolved Services Project Officer is waiting for additional information so that final advice can be issued. **ACTION: CLERK to chase.**
- **Horse Chestnut trees on the Upper Green.** A Parishioner has requested for the PC to address the die-back and future protection of the Horse Chestnut trees on the Upper Green. **ACTION: CLERK to request an inspection by Four Seasons.**

13. Planning

There were no applications to consider.

14. Finance

- a. **Balance from Minutes of previous meeting (13th April 2020): £28,560.14**
 - **Receipts: £2,634.38** (£938.63 Buckinghamshire Council + £1,695.75 (VAT Return))
 - **BACS Debits: £0.00**
 - **Balance of Bank Account: £31,193.52** (as at 14th April 2020)
Available Funds: £31,194.52
- b. **Orders for Payment: £1,149.94**
 - **Venetia Davies - £473.39*** (£444.00 + £14.39 Monthly Zoom Subscription – Pro Plan) + £15.00 Use of Home)
 - **Simon Brown - £555.00** (Village Green Cutting - £165.00 06.4, 14.04, 20.04.20 and Verge Cutting - £390.00).
 - **Neal Waters - £80.00** (playground grass cutting)

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- **Julia Ridout (BALC) - £41.55** (Councillor training for Councillors – Julia Ridout.
 - **BALANCE: £30,044.58** (Available Funds less Orders for Payment).
 - **Note: Balance of Bank Account £30,043.58 (28.04.20)** **ACTION: CLERK to adjust minor overpayment (£1*) on May Agenda.**
- c. **Management Report**, circular. **ACTION: CLERK to circulate.**
- d. **Audit.** Email from PKJ Littlejohn (Auditors) confirming that draft accounts are to be approved by 31st August 2020. Public inspection period on or before 1st September 2020. Publication date 30th November 2020. **ACTION: CLERK to progress.**

15. Items for Information

There were none.

16. Date and Time of Next Meetings:

Under the Coronavirus Act 2020, the requirement for the annual meeting (AGM) this year is removed.

Parish Council: Tuesday 26th May at 6pm by Video Conference.
Parishioners are invited to the meeting but are required to email the Clerk at cuddingtonpc@gmail.com for a Zoom meeting ID number and password.

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