

DRAFT MINUTES

2020/025

CUDDINGTON PARISH COUNCIL

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

PRESENT: Ken Birkby (**KB**), Ken Brown, (**KMB**), Julia Ridout (**JR**), Lorraine Stevens (**LS**), Ravern Stevens (**RS**), Ken Trew (**KT**), Venetia Davies (**Clerk and RFO**). Cllr Judy Brandis (**JB**), Cllr Paul Irwin and Cllr Ashley Waite (**AW**) were also present.

Parishioners: There were three Parishioners present.

NB: Action points highlighted.

Parishioners Question Time

- A Parishioner outlined the reasons for their planning application.
- A Parishioner questioned why the Parish Council had removed vehicular access to Southways by removing the tarmac in March and grassing it over. It was said that vehicular access to the front of Southways has been established since 1860 and the Parish Council was asked what the change in land usage had achieved. It was also questioned whether any other authority was involved in the decision. The drop kerb was considered to be a clear indication that it is designed for vehicular access, but Cllr PI explained that it was not necessarily so; any kerb that is dropped should have a licence. Several other examples of drop kerbs in the village, there for safe pedestrian access onto a footway and not for vehicular access, were identified. The item was discussed further under Item 8.

1. Apologies

Andrew Vickers (**AV**) and David Lyons (**DL**).

2. Approval of Minutes – Tuesday 29th June 2020.

The Draft Minutes of the June meeting were **agreed** as a true record. **ACTION: KB to sign.**

3. Matters Arising

- **Village Maintenance/Administration**
 - 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. (LS/CLERK)**
- **Local Parish Infrastructure Priorities and Future Workshops.** To inform Andy MacDougall, BCC of infrastructure priorities once results of Village Survey and Traffic Survey are known (**KT**)
- **New Christmas Tree Lights (KB)**
- **Right of Access over VAHT land to Playing Fields.** Letter requesting this be resolved between AVDC and VAHT being dealt with by the Interim Deputy Monitoring Officer, Maria Damigos. (**KT/CLERK**)

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- **Annual Village Meeting (postponed until 2021).** Invitation to community groups to talk at the AVM including TAG and the Gardening Club **(CLERK)**.
- **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 September meeting.**
- **Crown PH.** The nomination (submitted 15.05.2020) is now with Sarah Andrew, Buckinghamshire Council.
- **Review of PC Governance.** **ACTION: KMB/CLERK to review.**
- **PCSO Ken Stephenson.** KB to meet with Ken Stephenson.
- **Rectory Homes/Environmental community projects.** Councillors have emailed KB/KT with ideas thoughts. Meeting date tbc
- **Children's Playground.** Now open with coronavirus guidance issued.
- **Drain.** Overflowing drain near the bus shelter on south side of Bridgeway now cleared.

4. Declarations of Interest

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

5. Traffic Plan – Aylesbury Road Build-Out and White Lines

RS updated the meeting. Consultation leaflets for the Build Out have been distributed. The closing date for the consultation is 29th July 2020. The view is that if no objections are received, works will commence in August. As a consultee, the Parish Council has submitted its support of the Build-out and extension of the existing 30 mph speed limit and reduction in the existing 50mph speed limit on Aylesbury Road (on 22/07/20). RS has met with Local Area Technician, Colin Woolford and agreed refreshing of dragon's teeth and white lines including corners and stop lines on crossroads. Aylesbury Road is being left until the build out. It has been agreed the bus stops need refreshing but the one on the South side of Bridgeway needs resurfacing first.

6. Footpath Map

JR has pre-registered with Ordnance Survey and registered with Parish Online for the mapping service. Emails have been exchanged with Chris Long who is happy to progress with works for the footpath map but it currently prioritising the PC Website as well as other works. **ACTION: JR to continue to progress.**

7. Footpath CUD13

KB has submitted an online enquiry concerning suggestions for highlighting footpath/safety of footpath crossing. Comment has also been made regarding the diverted section of the path. Email exchange with the landowner of the 1945 gate onto the bridge over the River Thame has confirmed that the landowner is not minded to improve or replace the existing gate.

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8. Correspondence

- **Email with supporting photography/illustrations reference access to Southways, The Green.** A number of documents were referenced, some of which had been circulated to the Parish Council prior to the meeting. Whilst understanding the desire of the Parish Council to restrict parking on the Green (the Cuddington Byelaws state that there is no parking of vehicles on the village greens), there was concern expressed by the Parishioner that the removal of the tarmac, had removed vehicular access. The Parishioner would like to have the area returned to the state it was, to allow a vehicle to draw up and unload from there a handful of times when needed. Whilst the PC had been concerned with parking on the green and it was agreed that there has been some area of paving in the past, there are no records of any right of vehicle access. Cllr PI suggested seeking the advice of the Rights of Way Officer so that a resolution can be made. **ACTION: PI to contact the Rights of Way Officer. CLERK to request further evidence and photographs mentioned by the Parishioner for the Parish Council to consider.**
- **Cuddington Parochial Church Council.** A donation of £450 was agreed for the upkeep of the Churchyard.
- **Email to Rectory Homes** regarding damage to Parishioners property. Rectory Homes has agreed to visit and rectify. Steve Kerry is the new contact within the planning team.
- **Red Kite Radio donation.** **ACTION: KB to write suggesting recently announced grants for charities affected by Covid-19 – the Rothschild Foundation and Heart of Bucks.**

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

KB attended the Community Board meeting on 23rd July 2020. It was attended by 37 people and chaired by Councillor Michael Rand. Paul Irwin is the Vice Chair. There is a population of 33,410 within the Waddesdon/Haddenham Community board. There are 4 priority areas: Covid Recovery, Environment and Green Spaces, Highways and Road Safety, and Travel and Transport. The budget is £197K - £118K for Community Priorities and £79K on local infrastructure. The Board is asking for pitches from people to be on sub-groups.

10. Contributions from Buckinghamshire Councillors

- **Cllr JB** attended the Community Board meeting. A recent Haddenham/Waddesdon survey found that North Bucks had more loneliness than other Bucks areas, demonstrating a real necessity for something to be done. A full Council meeting has been held where there was an agreement that the Council would be carbon neutral by 2030. Judy feels the 20mph in villages is getting nearer.
- **Cllr PI** – parking fees are being reintroduced on 1st August 2020. Bernie the Bus is initiating 'Eco Warriors', a treasure hunt with links with local company Animal Antics. There is no cost to villages, but participants are asked to bring along a food donation. Subgroups for strategies in the Local Community Boards will help prioritise where monies will be spent. Matthew Barber (20 mph) has been asked to attend a future meeting. KMB noted that in Martin Tett's bulletins, monies are being spent on roads but there is no mention of any funding for footpaths and cycleways. PI informed the meeting that there will be bids for new grants for cycleways and footpaths. It was agreed the footpath between Cuddington and Stone needs upgrading.

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11. Tree Asset Register/Inventory

- **Tree Asset Register/Inventory.** ACTION: KB/KT to compile register of trees, which are the responsibility of the PC.
- **Tree Warden/s.** The Tree Wardens will be carrying out an audit of all trees of note in the Parish and will be seeking to get tree protection orders on quality trees outside of the conservation area. The groups will be interested in seeing what trees are on the PC's asset register so that none are double counted. Peter Spence mentioned the honey lotus tree that is on Parish land. This will be included in the PC's register of trees.
- **Horse Chestnut trees on the Upper Green.** The 4 pheromone traps have been changed. Due to Covid-19, a specific lead time for a resistograph test and report (£400.00 plus VAT) cannot be given. However, a drop by for a visual, non-invasive inspection has been agreed.

12. Website

Oxford IT are now working on making the website accessible using only the keyboard, for those users who cannot use a mouse. This is an essential requirement for compliance with the accessibility regulations. An Accessibility Statement is also being produced. ACTION: Chris Long/CLERK to progress.

13. Planning

- **20/02211/ALB & 20/02210/APP - Red Door Cottage, 2 Aylesbury Road, HP18 0BD**
Single storey rear extension. Comments by: 06.08.20
ACTION: CLERK to comment to Buckinghamshire Council as follows. *The PC notes the comments of the heritage officer and recommendations for refusal. It agrees with the comments in the report, that the scale of the proposal is out of proportion with the footprint of the existing listed cottage and that a small, appropriately designed, extension could be considered.*
- **20/02318/APP and 20/02319/ALB - Holymans Farmhouse, Frog Lane, HP18 0AU**
Repairs & alterations to the outbuilding. Comments by: 17.08.20
ACTION: CLERK to return **NO OBJECTIONS** to Buckinghamshire Council

14. Finance

- a. **Balance from Minutes of previous meeting (29th June 2020): £42,830.64**
 - Receipts: £0.00
 - BACS Debits: £0.00
 - **Balance of Bank Account: £42,830.64** (as at 15th July 2020)
Available Funds: £42,830.64
- b. **Orders for Payment: £1,844.09**
 - **Venetia Davies - £438.60** (£384.00 + £14.39 Monthly Zoom Subscription – Pro Plan) + £15.00 Use of Home + £25.21 Stationery/Postage)
 - **Venetia Davies - Society of Local Council Clerks - £63.00 (SLCC membership - £63.00 also from Ashendon PC)**
 - **Ken Birkby - £15.49** (Internal Audit)
 - **Simon Brown - £610.00** (green cutting £220.00 (29/6, 6/7, 13/7, 20/7) £390.00 verge cuttings)

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- **Cuddington Parochial Church Council - £450.00** (Upkeep of Church yard)
- **Neal Waters - £120.00** (children's play area)
- **JRB Enterprise Ltd - £147.00** (£122.50 + £14.00 VAT) (Dog Bags).
- **BALANCE: £40,986.55** (Available Funds less Orders for Payment).

c. Management Report, circular.

15. Items for Information

- **CPFA Meting – 14th August at 8pm.** ACTION: KB/LS to attend.
- **Waddesdon Area Freight Strategy.** ACTION: CLERK to submit document on Freight Strategy issues (prepared by CPC and TAG 2) to Graham Hilary, Transport Strategy Officer (Freight), BCC.
- **Vehicle Activated Signs** – maintenance to signs should commence in August.
- **Parish Council Insurance due October 2020.** ACTION: AV to review Client Risk Presentation and notify any amends.

16. Date and Time of Next Meetings:

Parish Council: Monday 24th August 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).*