

DRAFT MINUTES

2021/010

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held by Zoom Video Conference** **Monday 29th March 2021 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**). Cllr Judy Brandis (**JB**) and Cllr Paul Irwin (**PI**) were also present.

Parishioners: Peter Spence (**PS**), lead of TAG2, Doug Kennedy (**DK**), member of Footpath group, Edd Vickers, George Bethell-Vickers (Rectorsy Homes), Chris Blumer, Sonia Storey (Trustee of Baptist Burial Ground), Ellen and Will Dyer (CNP). Judy Brandis left the meeting after Item 8 to attend another meeting.

NB: Action points highlighted.

Parishioners Question Time

There were no questions.

1. Apologies

Paul Ridout (**PR**), Ashley Waite (**AW**)

2. Approval of Minutes – Monday 22nd February 2021

The Draft Minutes of the February 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**)
 - 'Slow Down for Horses signs'/Steps to reduce speed - Low Lane (**PI**)
- **GDPR Legislation** (Clearing of files). (**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**)
- **Right of Access over VAHT land to Playing Fields.** The cost to grant the regularising of an easement is £750.00 +VAT. It was agreed to email background information to PI for submission to Rights of Way before progressing with costs. **ACTION: KB to email PI with background information.**
- **Green Future Bucks.** Grants available for environmental projects.
- **PCSO Ken Stephenson.** KB to meet with Ken Stephenson.
- **Rectory Homes/Environmental community projects.** Meeting date tbc.
- **Upper Green reseeding & access to Greenways.** Simon Brown instructed.
- **Cuddington Village sign at Brookfield Farm.** TfB have it in hand to replace the missing nameplate on Aylesbury Road (and will also replace the existing tired Cuddington nameplate on Bridgeway near the Mill at the same time).
- **Permissive path at Cuddington Mill.** Application submitted by landowner. There may be a future article in VV and website.
- **Dog Mess.** **ACTION: CLERK** to ascertain costs for a dog bin at Tibby's Lane and circulate.
- **Disabled Bay near Church.** **ACTION: KB** to discuss with Colin Woolford at 10am on Wednesday 31st March 2021 and feedback.

4. Declarations of Interest

RS declared at interest in Item 7. All Parish Councillors have declared an interest in the Neighbourhood Plan.

5. Rectory Development

Edd Vickers confirmed that temporary access, currently being used for construction purposes, will cease once construction works are complete.

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6. VALP

Bucks Council has published a list of responses to further modifications which include the comments made by Cuddington PC. Further Hearing Sessions are scheduled for mid-April.

7. Allotment Development

KT introduced the Item and said the Item title was probably misleading as there was no development proposal as such. He gave a brief background. In its 2019 consultation, the Cuddington Neighbourhood Plan identified the need for land for a burial ground and potentially a community car park. A number of potential sites, including the allotments had been identified for these community facilities. A meeting had been held recently with the Chair of the Allotment Society to discuss entering into discussions about the long-term future of the allotments, which could potentially include proposals for community uses. There was a discussion about any form of housing development on the allotments, in view that the Neighbourhood Plan did not call for any. KT explained that enabling development to facilitate community uses was just one of the options. The Parish Council could seek to secure some allotment land for community uses instead through payment for land if the Society were agreeable. Views were put forward:

- could the PC lease land from the Allotment Society instead?
- did the PC become the Burial Authority if it identified suitable land?
- the use of the carpark. Would residents use it? Would visitors use it?
- a review of other potential sites – Palm's Piece, South of Playing Fields.
- changed attitudes of Villagers post Covid-19. Would villages now want to use community facilities more?

KT went onto explain how the Traffic Action Group had discussed a community car park in its 2003 report and how the 2019 CNP consultation had identified the community uses. In July 2018 Rectory Homes had held an exhibition with a proposal for support of development in the NE corner of the allotment. There were approximately 20 replies, half of which supported the proposal and half objected. It was stressed that discussions with the Allotment Society were exploratory and would not commit the Parish Council without further consultation with the Village. The issue of finding land for a burial ground and that of becoming a Burial Authority were separate. Whilst the PC has been asked by the Church to consider a burial ground, it does not imply the PC is going to take responsibility. PI added that it did not matter at this stage who the Burial Authority is, but it was a good idea instead to secure land that could be used, even if it was Bucks Council who would be responsible. It was agreed that the land might not be suitable for burial ground and ground drainage tests would be needed before any decision could be taken. The allotments were also considered by some Councillors as an ideal location for a community orchard. It was **agreed** to continue discussions with the Allotment Society with the principle of establishing if the Society were agreeable to some of the allotment land being used for community uses.

8. Cuddington Neighbourhood Plan (CNP)

Prior to the meeting, KT had circulated a draft of Regulation 15 (the next stage of the CNP which incorporates the Regulation 14 submission feedback from parishioners and statutory consultees including Bucks Council). The main changes are: Local Green Spaces (policy omitted as agreed), new Settlement boundary (policy added based on the approved Waddesdon NP policy), a note on affordable housing (added), important local views (now including views towards the church tower) and design of new development policies (emphasising the need for high quality and the requirement for a construction management plan). Councillors **unanimously agreed** the Draft circulated on 18.03.21. **ACTION: KT and Steering Group to progress.**

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9. Access to Southways

The Deed of Easement containing the Land Registry compliant map has been signed by both parties, the legalities formally agreed on 9th March 2021. **ACTION: CLERK to confirm with Jon Mowbray that the Easement has been registered.** KB has been informed that works to resurface the area will commence this week but has asked Simon Brown to liaise with Chris Blumer directly. **ACTION: KB to order white line (3 metres at a cost of £110) with Colin Woolford, LAT at his meeting on 31.03.21.**

10. Traffic Action Group

20mph study and safety issues on Aylesbury Road. Prior to the meeting, a discussion document compiled by Peter Spence was circulated to Councillors. It encouraged the Parish Council to take a long-term holistic view on traffic actions and to consider engaging an independent consultant. The Parish Council **agreed** it would first revisit the [Traffic Feasibility Study](#) commissioned in 2018 and challenge some of the propositions in the 2018 report prior to inviting potential consultants to present. It was agreed the centre of the Village and safety issues are the focus, but it was stressed that the issues start at the approaches to the Village; if traffic can be slowed further back out of the village, it will be slowed by the time it gets to pinch points. **ACTION: PI to arrange a site visit with Peter Smyth, Team Leader, Network Improvement Team, Ringway Jacobs and members of TAG 2.** Rectory Homes kindly offered to liaise with the PC with regards to recommended Consultants. **ACTION: CLERK to forward George Bethell-Vickers email address to Peter Spence.**

11. Trees

- **Replacement of horse chestnut.** The hornbeam has now been planted on the Upper Green and the walnut tree on the corner of Dadbrook and Bernard Close. A watering rota is being set up – to help, please contact Paul Ridout: ridout359@btinternet.com. It was noted that the ground under the trees would be watered and the watering pipes are only to be used in case of a drought. The meeting (along with Parishioners) agreed how great the trees look and sincere thanks were paid to Rectory Homes for their generous gift and to Paul Ridout for pursuing this project with recommendations. It was noted that many of the whips that were planted on the playing fields last year died during the very dry weather and will need to be replaced.
- **Tree Asset Register/Mapping.** **ACTION: KB/PR to progress.** Honey Locust to be included.

12. Footpath

- **Footpath issues.** Doug Kennedy, member of the Footpath Working Party thanked the Parish Council and Parishioners alike for the regard it had in considering the proposed footpath diversion CUD013. He expressed that such interest was needed to avoid the setting of precedents that could create national implications for our Rights of Way. He stressed that the increased use of footpaths in the past year had been *astonishing* and it showed the importance of our footpaths in Cuddington. Doug went on to say how fortunate we are in the UK to have our footpath network and that it must be protected. Regarding the state of the footpaths, the usual seasonal problems of wetter, wider and muddy footpaths are not improving because of use. The Working Party will undertake path clearing place as soon as able.
- **Footpath CUD013. Road safety issue.** **ACTION: KB to liaise with Colin Woolford to ascertain if a feasibility study is necessary or if signs are instead permitted.**

13. Playground Equipment

The S106 money has been agreed (£8,906.75 + £500.00 for post installation inspection – remaining S106 monies £14,015.63) and the playground equipment ordered. Installation works are to start on 17th May 2021. Councillors **agreed** that the playground contractor

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remove the existing tower and balance beams at a cost in the region of £1,000. **ACTION: LS to instruct contractor to remove existing equipment. CLERK/LS to complete monitoring forms on competition – Community Boards and S106.**

14. Correspondence

- Cuddington Baptist Burial Ground. A quotation for works to the memorial garden has been received. This includes the removal of a white thorn tree (planning consent required due to it being in the conservation area) and the purchase of new shrubs to improve the appearance of the burial ground. The ownership of an area between the wall and the car parking spaces (possibly the Vale of Aylesbury Housing Trust) is being ascertained so that the removal of three elderberry trees (outside the rear wall and the edge of the car park) can be removed. In the absence of fete funding in 2020, the Parish Council agreed to donate the requested £500 for the felling of the tree. **ACTION: CLERK to liaise with Trustees for payment details. To also assist with ownership of land if possible.**
- Email from Parishioner concerning screening and planting at the Rectory Homes development. The louvre slatted panel is on site and will be installed when specific trades are on site. The trees have been ordered but are delayed. George Bethell-Vickers said it was important to note that the ideal time to plant trees is up until the end of March but, more importantly, it is when trees are taken out of the ground. Whilst he could not guarantee when they will be installed, he would meet with the Parishioner to discuss best locations within reason so that soft coverage is maximised.

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

- **NALC Make a Change Election meeting.** Attended by LS and CLERK. The meeting was informative.
- **CPFA.** There were no meetings.
- **Haddenham & Waddesdon Community Group.** Attended by KB. The meeting was well attended. Cuddington was one of the few Parish Councils that had made a substantial bid for funding (playground equipment). There are still a number of uncommitted funds. The Highways and Road Safety subgroup has not met recently partly due to the suspension of community speed watches. Now that speed watches can commence, the sentinel camera is being set up in Cuddington next week.

16. Contributions from Buckinghamshire Council Councillors

- **Cllr Paul Irwin (PI).** From 1st April, Wild Aylesbury Vale is offering grants of £500 for groups in villages for improving mental health and the environment. Information on Haddenham and Waddesdon Community Boards can be found by clicking on the its website [here](#). A meeting is being set up with the River Thames Trust. It is hoped a new community bus will run alongside Bernie the Bus (which may be used instead for the Lending Library initiative). Face to face meetings will commence in May after the Elections although virtual meetings will still be possible for a while longer. KT commented on the online system, [Fix My Street](#), for the reporting of pot holes. A pothole in Spicketts Lane was filled soon after reporting.

17. Planning

- **21/00714/APP – Brookfield's Farm, Aylesbury Road.**
Proposed new farm access
ACTION: CLERK to return NO OBJECTIONS to Bucks Council.
- **21/01074/APP and 21/01075/ALB - The Old Thatch, Frog Lane, Cuddington, HP18 0AX**
Demolition of existing shed and greenhouse and construction of two new Outbuildings.
ACTION: CLERK to return NO OBJECTIONS to Bucks Council.

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18. Finance

- a. **Balance from Minutes of previous meeting** (22nd February 2021): **£46,755.70**
- **Receipts: £0.00** (to note grant of £938.63 (2021-22) as agreed payment for Executed Agreement Variation 2020-2022).
 - **BACS Debits: £0.00**
 - **Balance of Bank Account: £46,755.70** (as at 15th March 2021)
Available Funds: £46,755.70
- b. **Orders for Payment: £1,036.88**
- **Venetia Davies - £558.14** (£415.36 + £14.39 (Monthly Zoom Subscription Pro Plan) + £15.00 (Use of Home) + £113.39 (£94.49 + £18.19 VAT - Toners)
 - **Oxford IT Services - £14.40** (£12.00 + £2.40 VAT) (Domain renewal)
 - **Wrightmans Ltd - £362.40** (£303.00 + £59.40 VAT) Plans for Southways.
 - **Gilly Cottman - £35.94** (Flowers for Best Kept Village border).
 - **Blades Turf care - £66.00** (£55.00 + £11.00 VAT) (Village green grass cutting)
 - **BALANCE: £45,718.82 (Available Funds less Orders for Payment).**
- Thanks were paid to Gilly Cottman for the planting of the Best Kept Village border.
- c. **Management Report**, March circular.
- d. **Precept Note:** Whilst the Parish Council raised its requirements of cash by 5% (from £36,000 to £37,800), Council Tax bills subsequently showed an 8.8% rise in the Cuddington element. The Parish Council was informed that this was a reflection of the reduced tax base for the County because of increased rebates and lower recovery.

19. Items for Information

- **Parish Charter Survey.** Extended deadline – 31st March 2021
- **Town and Parish Council Elections.** Thursday 6th May 2021. Nomination forms to be submitted by 4pm on Thursday 8th April. **ACTION: CLERK to forward to Ellen Dyer for Facebook promotion.**
- **Planning Policy Meeting for Smaller Parishes South** – 12th April 2021 5:00-6:30pm.
- **Best Kept Village Competition 2021** – cancelled.
- **Annual Village Meeting.** The Annual Village Meeting (permitted between 1st March and 1st June) will be considered for the Autumn in a different format. Whilst the advice of Bucks Association of Local Councils is to hold a virtual meeting in April before the new Parish Council is elected, it was agreed a Zoom meeting for such an event was not the right platform. PI said that many Villages had cancelled the event for a second year.
- A new Speed Radar gun was shown (cost £150.00). There was a suggestion that the Parish Council should obtain several, for use to replace/supplement the Sentinel equipment in speed detection and deterrence.

20. Date and Time of Next Meeting:

Monday 26th April 2021 at 6.30pm (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.

Wednesday 19th May AGM (required within 14 days of Election). Format and time to be confirmed.

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