

CUDDINGTON PARISH COUNCIL

**NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF THE
PARISH COUNCIL WILL BE HELD ON:**

Wednesday 19th May 2021 at 7.00pm in the Bernard Hall
ANNUAL GENERAL MEETING

Councillors are summoned to attend.

A G E N D A

Note on Public Attendance

Parish Councils are now legally required to hold physical meetings and be open to the public. However, as face-to-face meetings resume, there is still a risk to attendees of COVID-19 exposure. The Parish Council therefore encourages the public not to attend the May meeting but submit questions via email. It is hoped that the June meeting will commence as normal.

1. **Election of Chairman**, to elect the Chairman of the Parish Council for 2021/22
2. **Apologies**, to receive apologies for absence
3. **Election of Vice Chairman**, to elect the Vice Chairman of the Parish Council for 2021/22
4. **Declarations of Acceptance of Office**, by Chairman and Councillors
Parishioners Question Time, to address any questions received by email
5. **Approval of Draft Minutes** – Monday 26th April 2021.
6. **Matters Arising**, to address and carry forward any further actions
7. **Declarations of Interest**, in accordance with Sections 30(3) and 235(2) of the Localism Act 2011, Councillors to declare any personal, prejudicial or pecuniary interests pertaining to the agenda.
8. **Representations of Committees/Working Parties**, to agree Councillor representations of Committees and Working Parties.
9. **PC Governance**, to review and agree Standing Orders, Code of Conduct, Financial Regulations, Risk Assessment, Complaints Procedure and Equality Policy. To review insurances and risk assessment for grass cutting contractors.
10. **PC Meetings**, to agree meeting dates for 2021 and 2022
11. **Correspondence**, any outside Agenda items
12. **Contributions from Buckinghamshire Council Councillors**, to receive contributions
13. **Reports from Councillors attending meetings and outside organisations** including CPFA
14. **Cuddington Neighbourhood Plan**, to provide any update
15. **Traffic Measures and Aylesbury Road Safety**, to provide any update
16. **Village Maintenance (Colin Woolford, Local Area Technician)**, to provide any update
17. **Welford Way Garden**, to agree to maintain
18. **Wild Aylesbury Vale Initiative**, to consider proposals for a microgrant (up to £500 – 28.05.21)
19. **Planning**
 - **21/01469/APP - 3 White Swan Lane, Cuddington, Buckinghamshire, HP18 0YL**
Single storey rear extension. Comment date: 21st May 2021
 - **21/01664/APP - Wychen, Spurt Street, Cuddington, Buckinghamshire, HP18 0BB**
Erection of two single storey rear extensions, new oak frame carport and the replacement of the front porch. Comment date: 4th June 2021.
 - **21/01694/APP - Honeys Barn, Bridgeway, Cuddington, Buckinghamshire, HP18 0AW**
Relocation of Monopitch Agricultural Storage Barn. Comment date: 9th June 2021
 - **21/01074/APP and 21/01075/ALB - The Old Thatch, Frog Lane, Cuddington, HP18 0AX**
Demolition of existing shed and greenhouse and construction of new outbuilding. Case Officer: Mr Adam Thomas: 01296 58531.
20. **Finance**
 - a. **Balance from Minutes of previous meeting** (26th April 2021): **£41,851.80**
 - **Receipts: £18,900.00** (Precept – April payment)
 - **BACS Debits: £0.00**
 - **Balance of Bank Account: £60,751.80** (as at 13th May 2021)
Available Funds: £60,751.80

Venetia Davies
Clerk and RFO

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b. Orders for Payment: £1,909.76

- **Venetia Davies - £533.45** (£415.36 + £14.39 (Monthly Zoom Subscription Pro Plan) + £15.00 (Use of Home), £36.78 (stationery) £51.92 (additional hours)
- **ARG Compulink - £342.90** (new PC computer, £439.00 + VAT, set up £50.00 + VAT (shared with Ashendon PC) plus Cuddington PC data transfer £45.00 + VAT)
- **JE Accountants - £96.00** (Payroll administration 2020/21)
- **BMKALC - £55.41** (Annual subscription)
- **Blades Turf Care - £792.00** (£165.00 + VAT - Village green grass cutting – 26/4, 4/5, 10/5/21, £390.00 + VAT verge grass cutting, tees and hedge line watering (£105.00 - 3 hours @ £35.00 + VAT)
- **Neal Waters - £90.00** (Playground grass cutting – 7/5 and 14/5/21)
- **BALANCE: £58,842.04 (Available Funds less Orders for Payment).**

c. Audit. 1) to review the effectiveness of the system of internal control, prepare the annual governance statement and approve. To approve the Annual Accounts for year ended 31 March 2020. 2) to consider the Accounting Statement and approve by resolution and authorise the Chairman and Clerk/RFO to sign.

21. Items for Information

- Haddenham and Waddesdon Community Board – Wednesday 30th June 2021 at 7pm by MS Teams.

22. Date and Time of Next Meeting:

Proposed: WEDNESDAY 23rd JUNE 2021 at 7.00pm in the Bernard Hall

Venetia Davies
Clerk and RFO