

DRAFT MINUTES

2021/025

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in the Bernard Hall** **Monday 22nd June 2021 at 7.00pm**

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

Parishioners: There were no Parishioners present.

NB: Action points highlighted.

1. Apologies

There were none.

2. Approval of Draft Minutes

The Draft Minutes of the May meeting were **agreed and signed** as a true record by KB, Chair.

3. Matters Arising

- **GDPR Legislation.** Clearing of files (**LS/CLERK**). Ongoing.
- **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. Background information emailed to Ashley Waite for follow up with Bucks Council.
- **Green Future Bucks.** Grants available for environmental projects.
- **PCSO Ken Stephenson.** KB to meet with Ken Stephenson.
- **Access to Southways.** White lined ordered.
- **Annual Village Meeting (AVM).** The Parish Council to revisit later in the year.
- **Tree Asset Register.** KB/PR to survey trees for register (Honey Locust to be included).
- **Speed Indicator Device (SID)** for the village at various locations. **ACTION: KB/RS to apply to Haddenham and Waddesdon Community Boards. CLERK to confirm deadline.**
- **Aylesbury Road Improvements.** Plan and Patch repairs are scheduled for Monday 23rd August to Wednesday 25th August. [Click here to view TfB programmes.](#)
- **Voneus Broadband installation.** **ACTION: KMB to request communications from Voneus detailing works in village to upload on website/Village Voice.**

4. Declarations of Interest

There was none pertaining to the agenda. All Parish Councillors have declared an interest in the Neighbourhood Plan.

5. Cuddington Neighbourhood Plan

Following the initial submission of Regulation 15 of the Cuddington Neighbourhood Plan, Buckinghamshire Council asked for minor amendments/additions to the text for clarification purposes, and to make sure that the documents fully conform to Microsoft Accessibility checker. The completed and revised documents can be viewed here. Bucks Council has informed KT that the department is very busy and as a result, the CNP won't progressed that quickly.

6. Casual Vacancy/Co-option

Councillors **agreed** to take the necessary step to formally co-opt a Councillor to the PC. **ACTION: CLERK to publicise the Notice of Casual Vacancy. Subject to there being no request to fill the vacancy by election, to publicise the position of Councillor and invite applications for co-option at the July or August meeting.**

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The Agenda and Minutes of the Parish Council meetings can also be viewed at
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7. Cuddington Infrastructure Projects 2021-2033

The infrastructure projects were discussed in detail and the [project report updated here](#).

8. Traffic Measure and Aylesbury Road Safety

KB has written to Jonathan Fuller (Transport Strategy Officer, Bucks Council) regarding the monies from the S106 agreement (£15,000 from Rectory Homes) and requested the amount for the initial feasibility study in May 2018 (£6,911.94) be settled. KB has also proposed that the £8,088.06 is retained and earmarked to fund further traffic measures including the Aylesbury Road safety project. A sketch plan of potential solutions is being sent to RS from Peter Smyth (Team Leader, Network Improvement Team and TfB) addressing the regular overriding of large and small vehicles on the Aylesbury Road, and the ability to cross the road safely at the current crossing point. **ACTION: RS to forward sketch plan to Councillors for comment.** Diagrams and a road safety audit with costings will follow if satisfactory. TAG2 has assigned RS to research the employment of a lollipop person for school crossings.

9. Village Maintenance

KB has requested a progress update from Colin Woolford, Local Area Technician, and stressed the important pedestrian safety issue of the signage on the C56 at the crossing point of footpath CUD 13 and the outstanding 3m white line on the road access to the loading point outside Southways. The upgrading of the drainage channels and culvert at the bottom of Dadbrook appear to be working well, with no obvious flooding, despite various periods of heavy rain.

Other outstanding maintenance items include:

- Unofficial lay-by at the top of Dadbrook, near King's Cross. Order to be raised.
- Poor condition of Bridleway 6. Awaiting
- Removal of the disabled parking space outside School House, Church Street. Awaiting.

10. Welford Way Garden

Simon Brown has been instructed to maintain Welford Way as and when required. LS has applied for funding from the Wild Aylesbury Vale and Heart of Bucks for the environmental project including a replacement bench at Welford Way and a 'listening bench' (for the Lower Green). KMB presented ideas for the Notice Board and will investigate wooden notice boards too. Funding will be sought for their replacement. **ACTION: KMB to circulate details of wooden notice boards. CLERK to apply for funding.**

11. Wild Aylesbury Initiative

LS has submitted an Expression of Interest for a grant from the Wild Aylesbury initiative and applied to the Heart of Bucks (as above). KT/LS/JR will continue to explore the green initiative identified as a long-term objective in the emerging Cuddington Neighbourhood Plan, the objective to enhance the biodiversity and social value of Cuddington's green spaces for the benefit of wildlife and human wellbeing.

12. Playground

The new equipment has been installed and a post installation inspection completed. LS has briefed the contractor with small tasks highlighted in the report. The playground sign has been installed. **ACTION: CLERK to complete monitoring forms (Community Boards & S106).**

13. Correspondence

Email from Alan Marsh, Treasurer of Cuddington Parochial Church Council. A request for the Parish Council annual grant of £450 for the upkeep of church yard. **Agreed.**

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- 14. Reports from Councillors attending meetings and outside organisations** including CPFA
The CPFA met on 24.05.21. The CPFA would like to remove the dugout. The Parish Council **agreed** to a £1,000 donation towards the Fireworks event later this year. **ACTION: KB to circulate Minutes to Councillors.**

15. Contributions from Buckinghamshire Council Councillors

There were none.

16. Planning

There have been no new applications since the May meeting.

17. Finance

- a. **Balance from Minutes of previous meeting** (19th May 2021): **£58,837.54**
- **Receipts: £2,180.00** (£110.00 Map, £2,070.00 Mr Blumer)
 - **BACS Debits: £0.00**
 - **Balance of Bank Account: £61,017.54** (as at 10th June 2021)
Available Funds: £61,017.54
- b. **Orders for Payment: £23,576.02**
- **Venetia Davies - £444.75** (£415.36 + £14.39 (Monthly Zoom Subscription Pro Plan) + £15.00 (Use of Home))
 - **Ken Trew - £100.00** (to cover expenses relating to Reg 14 (£50) and Reg 15 (£50) of CNP)
 - **Blades Turf Care - £928.20 (£773.50 + £154.70 VAT)** (£275.00 + VAT (village green grass cutting), £253.50 + VAT (verge cutting), £245.00 (watering, 7 hours @ £35.00))
 - **Neal Waters - £135.00** (Playground grass cutting – 3 cuts)
 - **Ken Birkby - £149.99** (Speed radar gun)
 - **Sign Wizzard Limited - £81.88** (£68.23 + £13.65 VAT) (Playground sign)
 - **Caloo Limited - £21,376.20** (£17,813.50 + £3,562.70) (Playground equipment)
 - **The Playground Inspection Company - £360.00** (£300.00 + £60.00 VAT) Post instalment inspection
 - **BALANCE: £37,441.52** (Available Funds less Orders for Payment).
 - **Also agreed**
 - **Cuddington Church Council - £450.00.** Donation towards upkeep of churchyard.
BALANCE: £36,991.52
- c. **Audit.** Submitted to PKF Littlejohn. The Notice of Public Rights and Publication of unaudited annual governance and accountability return has been uploaded on the website

18. Items for Information

- **Haddenham and Waddesdon Community Board** – Wednesday 30.06.21 at 7pm by MS Teams. **ACTION: KB to attend.**
- **Buckinghamshire Council Planning & Environment service update.** Tuesday 13.07.21 10am–11.30am by MS Teams. **ACTION: KT to attend.**
- **Bernard Hall AGM.** **ACTION: KB to attend.**

19. Date and Time of Next Meeting:

TUESDAY 27th July 2021 at 7.00pm in the Bernard Hall

The Parish Council meet on the 4th Tuesday of every month