

DRAFT MINUTES

2021/033

CUDDINGTON PARISH COUNCIL
Draft Minutes of Parish Council Meeting held in the Bernard Hall
Tuesday 24th August 2021 at 7.00pm

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

Parishioners: There were four Parishioners present including Buckinghamshire Councillor Ashley Waite (**AW**).

NB: Action points highlighted.

Parishioners Question Time

There were no questions.

1. Apologies

Lorraine Stevens (**LS**).

2. Approval of Draft Minutes

The Draft Minutes of the July 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.** Cost to grant regularising of easement is £750.00 +VAT. Ashley Waite is following up with BC and Vale of Aylesbury Trust Rights of Way Officer.
- **Green Future Bucks.** Grants available for environmental projects.
- **PCSO Ken Stephenson.** KB to meet with Ken Stephenson.
- **Annual Village Meeting (AVM).** Due to the pandemic, it was agreed to postpone the AVM to April 2022 when the Parish Council should be able to update Parishioners on various projects and planning issues including VALP, the Government White Paper and CNP. **ACTION: CLERK to book date for AVM and publicise.**
- **Speed Indicator Device (SID).** All 3 sites have been approved and an application submitted to Haddenham and Waddesdon Community Board
- **Voneus Broadband installation.** **ACTION: CLERK/KMB to seek assurance from Bucks Council that works are now complete and that resurfacing of roads commence as advertised.**
- **Cuddington Green Initiative** ongoing (KT/LS/JR).
- **Sewage spills into the River Thame.** Greg Smith, MP has raised this with Thames Water and has asked for an urgent investigation of the matter.

4. Declarations of Interest

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

5. Casual Vacancy/Co-option

There were four high calibre applications for the Parish Councillor role. The Parish Council co-opted **Malcom Thomas (MT)** to fill the vacancy (a result of an uncontested election) and welcomed Malcolm to the Parish Council. The Parish Council expressed that it would seek the support of the other applicants in its upcoming project work. **ACTION: MT to complete Declaration of Acceptance of Office. CLERK to notify and return forms to Bucks Council. MT to sign Register of Interests form. CLERK to circulate Parish Council procedures (Standing Orders, Code of Conduct, Risk Assessment, etc) to MT.**

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6. Traffic Measures and Aylesbury Road Safety Project

- S106 contribution (£15,000 Rectory Homes). **ACTION: CLERK/LS to monitor receipt of £6,911.94 for initial feasibility study (May 2018).**
- A Draft PID has been authorised and received and a project officer assigned. This scheme is to address the overriding of vehicles on Aylesbury Road and the ability to cross safely by road narrowing islands & dropped kerbs. The cost is £10,832.47 (Preliminary design Safety Audit and Designers Response and Consultation) and will be supported by the remaining £8,088.06 retained from Rectory Homes contribution. The total estimate for the proposal is £50,000.00. **ACTION: RS/JR/CLERK to seek funding from Community Boards and New Homes Bonus.**

7. Village Maintenance, Colin Woolford, Local Area Technician

Pedestrian safety at the crossing point of footpath CUD13. Cllr Mick Caffrey has conducted a site visit with KB and is very concerned about the safety. He is discussing with colleagues the following:

- Cutting back of hedge and lowering and flattening of verge over a reasonable distance. (Waddesdon Farms to be contacted).
- Realignment of footpath to coincide with path opposite.
- Installation of SID sign displaying pedestrian crossing. **ACTION: KB to apply for additional SID for this purpose with Haddenham and Waddesdon Community Boards.**
- A 40mph buffer before entering the village.

Works to the unofficial lay-by at the top of Dadbrook, near King's Cross will commence September. Poor condition of Bridleway 6, awaiting.

8. Parish Council Notice Boards

It was **agreed** that two aluminium 'dual door' green notice boards with header plate be purchased on receipt of grant.

9. Playground – further works

A Parishioner has thanked the Parish Council for its works to improve the playground but requested to provide views on new playground equipment planned for smaller children. Concerns over the *slightly disjointed* new tower have also been raised. It was **agreed** that a Forum of parents with young children be set-up so that suggestions can be made for the selection of further equipment. This to then form a proposal to the Parish Council which would also include the proposal for a parents notice board together with maintenance issues around fencing and grass. The Parish Council agreed it would not like to see the existing old slide removed. It was also suggested that the new tower be assessed by the supplier to see if enhancements can be made. Remaining S106 monies total £14,015.63. The Playground Reserve fund includes maintenance of £1,621.35. **ACTION: LS/RS/CLERK to set-up Forum date inviting views of local parents.**

10. Wildlife Project

The PC has been successful in its bid for £500.00 from the Wild Aylesbury Vale initiative and £1,500 from Heart of Bucks, both formally acknowledged. With an additional donation, the project total is £3,000. The project includes planting out of the triangle at the junction with Holly Tree Lane/Aylesbury Road with wildflowers, replanting of lost daffodils near to the Build Out, a listening bench on the lower Green, and bat/bird boxes in other locations, to be agreed with the Community Wildlife Officer. The suggestion of a second bench behind the properties at Cuddington Court to be explored. **ACTION: LS/CLERK to call for volunteers for installation of boxes on website/Village Voice.**

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11. Correspondence

Notice and Order for the diversion of part of the public footpath No 13. The public are invited to 'Have your Say'. Any representations about or objections to the Order must be sent in as per details on the [Home page of the Village Website](#)

12. Bernard Hall Wi-Fi (part of the Cuddington Infrastructure Projects 2021-2033)

Following a site visit, recommendations with costings have been received which includes a variety of in-built facilities and Wi-Fi security settings. **ACTION: KB to present a case of support for Wi-Fi with the Bernard Hall Committee.**

13. The Queen's Green Canopy/Plant a Tree for the Platinum Jubilee

The Parish Council **agreed** to purchase a specimen tree, to the value of £500, to commemorate the Queen's Platinum Jubilee in 2022. **ACTION: JR to liaise with Tree Wardens for specimen. MT to liaise with Playing Field Association for location. KB/PR to survey trees for tree register (Honey Locust to be included) and plan for maintenance of three priority trees, one of which will be the Duke of Edinburgh tree.**

14. Reports from Councillors attending meeting and outside organisations including CPFA.

There were no meetings.

15. Contributions from Buckinghamshire Councillors

Cllr Ashley Waite. The Haydon Hill extension to the Waddesdon Greenway has officially opened. The new extension means a 9 km route from Aylesbury town centre to Waddesdon village via the Roman Park Leisure area at Berryfields is now available. The new Bernwode Bus arrives this week and will provide additional access to transport for local organisations. It is also available for general hire. Food collections will commence in September and Bucks Inspired Christmas campaigns are underway. The Santa float will visit Cuddington again this year.

16. PC Governance

The Parish Council agreed to adapt and adopt the new Code of Conduct ratified by Bucks Council. **ACTION: KMB/CLERK to adapt and upload to website.**

17. Planning:

- **21/03203/APP - The Old Rectory, Aylesbury Road, Cuddington, HP18 0BG**
Demolition of existing garage building and erection of new pool building.
Removal of an existing UPVC bay to the main house to be replaced by a new stone bay to match adjacent. Infilling of external area between house and extension to create new ground floor cloakroom. **Comment date: 14th September.**
The Parish Council sought to visit the site prior to the August meeting but was unable to make an appointment. **ACTION: CLERK to apply for extension to comment date. Cllrs to attend site visit and comment at September meeting if extension date permits, otherwise by Zoom.**

18. Finance

- a. **Balance from Minutes of previous meeting (27th July 2021): £35,355.20**
 - **Receipts: £20,094.85** (Playground - Community Board (£10,688.10) and S106 Monies (£9,406.75))
 - **BACS Debits: £0.00**
 - **Balance of Bank Account: £55,450.05** (as at 18th August 2021)
Available Funds: £55,450.05

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b. Orders for Payment: £1,730.03

- **Venetia Davies - £469.30** (£415.36 + £38.94) + £15.00 (Use of Home)
 - **Blades Turf Care - £900.00** (£220.00 + £44.00 VAT (village green grass cutting), £390.00 + £78.00 VAT (verge cutting), £140.00 + £28.00) (watering, 4.5 hours @ £35.00)
 - **Neal Waters - £180.00** (Playground grass cutting – 4 cuts 29/07/21, 12/08/21, 12/08/21, 18/08/21)
 - **Trustees of Bernard Hall Committee - £72.00** (hall hire 19/05/21, 22/06/21, 27/07/21)
 - **Buckinghamshire Council - £108.73** (Costs of Uncontested)
- BALANCE: £53,720.02 (Available Funds less Orders for Payment).**

c. Management Report, August 2021. ACTION: CLERK to circulate.

19. Items for Information.

- **Damage to setts on lower Green.** Invoice sent to Enterprise Skip hire and repairs kindly made by Gareth Anderson.
- **Parish Council Insurance.** ACTION: CLERK to arrange for valuation for re-build value of Clubhouse for insurance purposes. To also check if policy against machinery is new for old.

20. Date and Time of Next Meeting:

CHANGE IN DATES DUE TO CLASH WITH BERARD HALL
Monday 27th September and Tuesday 19th October at 7.00pm in the Bernard Hall

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