

DRAFT MINUTES

2021/037

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in the Bernard Hall** **Monday 27th September 2021 at 7.00pm**

PRESENT: Ken Birkby (**KB**), Ken Brown (**KMB**), Ken Trew (**KT**), Lorraine Stevens (**LS**), Malcolm Thomas (**MT**), Venetia Davies (**Clerk and RFO**).

Parishioners: There were three Parishioners present and also Buckinghamshire Councillors Paul Irwin (**PI**) and Ashley Waite (**AW**).

NB: Action points highlighted.

Parishioners Question Time

There were no questions.

1. Apologies

Julia Ridout (**JR**) and Ravern Stevens (**RS**)

2. Approval of Draft Minutes

The Draft Minutes of the August 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**)
- **Green Future Bucks.** Grants available for environmental projects.
- **PCSO Ken Stephenson.** KB to meet with Ken Stephenson.
- **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.
- **Village Maintenance/Colin Woolford LAT.** Works to the unofficial lay-by at the top of Dadbrook, near King's Cross will commence September. Poor condition of Bridleway 6. Both awaiting.
- **Parish Council Notice Boards.** Due to resourcing constraints, the July/August round of grant application have been postponed to end September. Awaiting outcome. **ACTION: KMB to ask for quote to be held.**

4. Declarations of Interest

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

5. Planning Update:

Vale of Aylesbury Local Plan (VALP)

KT updated the meeting. Following the publication of the Planning Inspector's report, the VALP has now been adopted by Bucks Council. The implications for Cuddington are as expected, with the Dadbrook Farm site included as an allocation for a minimum 15 homes. The exact number will be the subject of a planning application, and the village will have the chance to comment on the proposals once they are submitted to the Buckinghamshire planning team. [Full details of the final version of VALP.](#)

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Future uncertainty about the planning environment for Cuddington is now shifting towards emerging policy reforms by the Government. In the interim there is likely to be a period of relative stability. KT has written a full planning update for the October issue of Village Voice, summarising the main factors likely to affect planning in the next 5 years. **ACTION: CLERK to upload Planning Update on Cuddington Village website.**

6. Oxford-Cambridge Arc Consultation - Consultant Stage (Responses by 12th October).

Buckinghamshire Council is seeking to co-ordinate responses from Parish Councils in support of their objection to the proposals. PI informed the meeting that Cabinet is meeting on 28th September 2021 and that it would be useful to see Martin Tett's response. The Parish Briefing/Q&A session has been delayed a week until Monday 4th October between 5pm and 6pm by Microsoft Teams. **ACTION: KT to attend prior to submitted a response to the consultation.**

7. Traffic Measures and Aylesbury Road Safety Project

- S106 contribution (£15,000 Rectory Homes). **ACTION: CLERK/PI to chase receipt of £6,911.94 for initial feasibility study (May 2018).**
- A Draft PID has been authorised but the quote from Peter Smyth is still outstanding. 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 to ascertain the position of the PID with Peter Smyth).**
- **Speed Indicator Device (SID).** A funding application has been submitted to Haddenham and Waddesdon Community Board and revised for the full amount: £3,675.00.

8. Cuddington Infrastructure Projects 2021-2033, Dadbrook Footway/Cycleway Link

The Parish Council has submitted a Transport/Highways funding application to the Community Board for a feasibility study and costing (by TfB) for a pedestrian/cycle route along Dadbrook and Churchway, in Haddenham. The footway/cycleway would provide safe access to Haddenham and the bus stops for the 280 service. KT has revisited with Arriva, the option of diverting the 280-bus service into Cuddington, suggesting that every other bus serves Cuddington instead of Dinton, so that each village has a 40-minute service. This proposal has also been suggested to TfB for inclusion in its rural bus service improvement plan. A response is awaited. (Arriva had said that a full diversion, bring the route down Low Lane, would require additional vehicle resource to mitigate the increased journey time compared to the current route and would cost £150,000 per annum). **ACTION: KT to chase Arriva for a response**

9. Right of Access over VAHT land to Playing Fields.

AW has followed up on the previous advice given from the VAHT. Dinah Champion, Property Officer, Vale of Aylesbury Housing Trust has revisited the advice from solicitors and has agreed to reopen the process. A report will now be prepared for the Board to consider granting formal access over the land registered to the Vale of Housing Trust, for the benefit of the Sports Field. This then to be registered against the relevant titles at HMLR. **ACTION: AW/CLERK to monitor progress.**

10. Pedestrian Safety at Crossing Point/Footpath CUD13

An email representing the concerned views of families, situated to the west of Cuddington, made several suggestions for the safety of Footpath CUD013 that the Parish Council in association with Waddesdon Estates (Arable Farm Manager and Conservation Manager) and Bucks RoW Officer have also visited. These include:

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- *Cutting back of hedge and lowering and flattening of verge over a reasonable distance to create a new grass walkway.*
- *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 H&W Community Board, at the appropriate time.*
- *A 40mph buffer before entering the village.*
- *Resetting of gate further back from the road to give walkers more safe space from the traffic.*
- *A mirror in the hedge line on private land.*

The meeting shared the view that the crossing is terribly dangerous. TfB has clarified that all of the hedge is the responsibility of the landowner and Waddesdon Estates has agreed to appropriately reduce the size of hedge and thickness (over time to prevent the hedge dying) during the hedge cutting season. The Conservation Manager has also looked at both historical and current views of the crossing and it appears that the current path is incorrectly located at present. The RoW officer has asked the definitive map team to verify the alignment of the path and, if it is correct, the Estate/landowner will be required to remove a section of hedging on the correct alignment and reinstall the gate if it is still needed. A fingerpost would be replaced by the Council's RoW team. Once some of the measures have been implemented, it was agreed to formally understand the process to change to the speed limit.

ACTION: KB to progress. Paul Irwin to ask TfB for an 'in principle' response to the proposal to introduce a 40mph speed zone at the approach to the village from Chertsey.

11. Playground – equipment and further works

LS is working with Eman Malhas, a Cuddington resident with young children, to create a forum of young parents so that views on playground equipment for smaller children, and any other issues in the playground can be openly discussed and a proposal then presented to the PC. In preparation, LS has circulated the annual playground report together with quotes and specifications for toddler equipment which include more limited options, if the existing slide is retained. LS has issued an Agenda and recommended that a *Playground Committee*, similar to other working parties of the Parish Council, be set-up. The Committee will be encouraged to assist in the preparation of grants and report, for example, on a quarterly basis, to the PC with proposals/updates on any issues/maintenance, etc. Remaining S106 monies total £14,015.63. The Playground Reserve fund includes maintenance of £1,621.35. **ACTION: LS to attend meeting. To also recommend a parents' Notice Board for the playground.**

12. Wildlife Project

The Wildlife project will commence in October with the planting of daffodil bulbs in various locations including the *cherry tree* bank at Swan Hill and around the build out. Wildflowers will be planted later on the Holly Tree Lane triangle. LS has met with Berks, Bucks & Oxon Wildlife Trust (BBOWT) and locations for bird and bat boxes have been suggested along the concrete path near the school. It was also recommended that wildlife information boards be installed in the playing fields. There will be a listening bench on the Lower Green and a second bench, location to be decided. **ACTION: LS to purchase bird/bat boxes from Lindengate and organise a working party of their installation.**

13. Correspondence

- Email from Member of Buckinghamshire Council representing the Wing Ward challenging Martin Tett's opposed view to 20mph zones for residential areas in Buckinghamshire. **ACTION: ALL COUNCILLORS to consider response.**
- Chearsley Carbon Neutral. A Parishioner has asked if Cuddington PC is considering a similar initiative. **ACTION: CLERK to agenda for October meeting.**

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The Agenda and Minutes of the Parish Council meetings can also be viewed at www.cuddingtonvillage.com

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- Letter concerning overgrown verge at Lower Church Street. **ACTION: CLERK to follow up with Simon Brown.**

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

The Bernard Hall Committee is very receptive to the installation of wi-fi and a meeting has been held with Voneus. KB has passed on details of Oxford IT Solutions who has provided proposals regarding the internal requirements/in-built facilities for the Village Picture House and other users.

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

JR has completed a Community Board funding application (£2937.90) for a commemorative tree; an Acer Campestre (Field Maple) a native species, which was selected by the tree wardens as a fitting tribute to Her Majesty in her Jubilee year. The funding application includes the supply and planting of the tree, a commemorative plaque and professional weekly watering for six months. The Parish council has agreed a contribution of £500.00. The tree position has been agreed with the CPFA and will be planted along the south-eastern edge of the playing fields, providing a view of the Chiltern Hills beyond. Milly Soames thanked everyone for being proactive with this initiative and asked that when planted, the tree is planted that it be added to the Queen's Green Canopy map. Official plaques are available from the Queen's Green Canopy at a cost of £150.00. **ACTION: JR to arrange purchase and planting (October) on approval of funding application and pin the tree on the interactive map. Outstanding Action: 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.** LS reported on the dwindling number of tree wardens, a result of one or two residents moving away from the Village. A recommendation has been made for the Tree Wardens to attend the PC meetings, say on a quarterly basis. It was suggested that an appeal for new Tree Wardens is publicised in Village Voice/Cuddington website. **ACTION: JR to co-ordinate.** In addition, the planting of the stock of saplings will take place on the playing fields on Sat 13th Nov.

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

CPFA AGM. Attended by LS and MT. Ellen Dyer is now the Treasurer and Lorraine Ray is the Secretary. The Bar Committee met on 26th September. Kirsty Boughton has been appointed the new Treasurer. Malcom Thomas remains as Chairman, Ellen Dyer as Secretary and Kieren Spencer has been elected on the Committee. The hard work of the new team and the resultant increase in support was noted. A race night is being held on Saturday 2nd October. It was recommended that a reminder of Club Membership (£10 per family, per annum) be publicised in Village Voice/Cuddington website.

17. Contributions from Buckinghamshire Councillors

- **Cllr Paul Irwin.** An update on Community Safety and local crime will be issued to Parish Councils shortly. There have been many traffic incidents associated with HS2. Food collections and Bucks Inspired Christmas campaigns are underway which includes the free Christmas dinners. The Santa float will visit Cuddington again this year. **ACTION: PI/Rachael Bernard to liaise for copy in Village Voice.**
- **Cllr Ashley Waite.** The Helping Hand for Afghanistan campaign has received pledges over £20,000 since it was launched. Bucks Council is welcoming two families a month. The Vale of Aylesbury Plan (VALP) has been adopted and will protect the County from unwanted development. Due to HGV shortages, there are waste collection problems in the South. There has been a 2% increase in Covid number with school age children and 16–18-year-olds amongst the highest infection cases. Haddenham and Waddesdon Community Board has distributed funds of £143,000 to a large number and diverse community projects.

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18. 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: Extended to 26/09/21.**
ACTION: CLERK to return NO OBJECTIONS to Buckinghamshire Council.
- **21/03639/APP - The Old Post Office, The Green, Cuddington, HP18 0AN**
Householder application to install 3 replacement windows. **Comment date: 19/10/21.**
ACTION: CLERK to return NO OBJECTIONS to Buckinghamshire Council.
- **21/03654/APP - 9 Hillside Cottages, Dadbrook, Cuddington HP18 0AQ**
Two storey rear/side and single storey front extensions. Widening of dropped kerb and paving driveway. Rendering of existing walls. **Comment date: 20/10/21**
ACTION: CLERK to return NO OBJECTIONS to Buckinghamshire Council.

19. Finance

- a. **Balance from Minutes of previous meeting (24th August 2021): £53,720.02**
 - **Receipts: £20,460.00** Precept (£18,900.00) and Bucks Council (£1,500.00), Enterprise Skip (£60.00)
 - **BACS Debits: £0.00**
 - **Balance of Bank Account: £74,180.02** (as at 15th September 2021)
 - **Available Funds: £74,180.02**
- b. **Orders for Payment: £3,369.88**
 - **Venetia Davies - £521.22** (£415.36 + £90.86) + £15.00 (Use of Home)
 - **Blades Turf Care - £858.00** (£220.00 + £44.00 VAT (village green grass cutting), £390.00 + £78.00 VAT (verge cutting), £105.00 + £21.00) (watering, 4.5 hours @ £35.00)
 - **Neal Waters - £180.00** (Playground grass cutting 4 cuts 28/9, 1/9, 8/9, 15/9)
 - **Came and Company - £1,299.06** (Parish Council annual Insurance)
 - **PKF Littlejohn LLP - £360.00** (£300.00 + £60.00 VAT) (Audit)
 - **Open Spaces Society - £45.00** (Annual Membership)
 - **Ken Birkby: £11.50** (sand and cement for repair to lower green setts)
 - **Steve Wright - £30.10** (£25.08 + £5.02 VAT) (battery and charger for speed camera)
 - **The Royal British Legion - £65.00** (Remembrance wreath)**BALANCE: £70,810.14 (Available Funds less Orders for Payment).**
- c. **Management Report, September 2021.** Circulated
- d. **Notice of Conclusion of Audit**, to year ended 31st March 2021. The Annual Governance & Accountability Return for the year ended 31 March 2021 is now complete and has been publicised.

20. Items for Information.

- **Parish Briefing / Q&A session on Oxford-Cambridge Arc.** Monday 04.10.21, 5-6pm by MS Teams. **ACTION: KT to attend.**
Remembrance Sunday, Sunday 14th November 2021. **ACTION: KB to attend.**
- **Road Closure:** Bridgeway 09:00-15:00 on 07.10.21 - Open Reach Pole Testing.
- **Haddenham and Waddesdon Community Board meeting:** 04.11.21 at 7pm by MS Teams. **ACTION: KB to attend. KB to copy details to Milly Soames.**
- **Boules Pitch.** **ACTION: KB to obtain two new sleepers.**

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- **Welford Way.** **ACTION: LS** to liaise with Simon Brown re garden maintenance (and top dressing for Playground). The broken step has been reported to VAHT. This was due to be repaired on 20th September. **ACTION: CLERK** to follow up.
- **Curtilage on Spicketts Lane.** **ACTION: KB** to write to resident requesting highways land is reinstated.
- **Boardwalk, Nether Winchendon.** The repair to the Boardwalk was reported more than a year ago. **ACTION: KB** to request repair prior to adverse weather conditions, with Alastair McVail, Area Rights of Way Officer.
- **Bridleway 6.** Ash die back work and some tree pollarding will commence shortly.

21. Date and Time of Next Meeting:

CHANGE IN DATES DUE TO CLASH WITH BERNARD HALL
Tuesday 19th October at 7.00pm in the Bernard Hall

Annual Village Meeting - Monday 4th April 2022

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