

DRAFT MINUTES

2021/052

CUDDINGTON PARISH COUNCIL **Draft Minutes of Parish Council Meeting held in the Bernard Hall** **Monday 20th December 2021 at 6.00pm by Zoom**

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

Parishioners: There was one Parishioner present.

NB: Action points highlighted.

Parishioners Question Time

There were no questions.

1. Apologies

There were none.

2. Approval of Draft Minutes

The Draft Minutes of the November meeting (30.11.21) were **agreed and will be signed** as a true record by KB, Chair.

3. Matters Arising

- **Cuddington Neighbourhood Plan (CNP).** Regulation 16 Consultation period ends 7th January 2021. <https://yourvoicebucks.citizenspace.com/planning/cuddington-neighbourhood-plan/>.
- **Aylesbury Road Safety Project.** Authorised on a 'lump sum' basis at cost of £10,832.47 (Preliminary design Safety Audit and Designers Response and Consultation). This supported by remaining £8,088.06 retained from Rectory Homes contribution. Total estimate for implementation of proposal is £50,000.
- **Speed Indicator Device,** SID ordered (£3,675.00 awarded by the H&W Community Board).
- **Right of Access over Vale of Aylesbury Housing Trust (VAHT) land to Playing Fields.** Granting of formal access over the land registered to the VAHT (for the benefit of the Sports Field) is being considered by VAHT Executive Management Team (lead by Dinah Champion, Property Officer, VAHT). **ACTION: AW/CLERK to continue to chase.**
- **Pedestrian Safety at Crossing Point/Footpath CUD13.** Hedge cutting and lowering/flattening of verge awaited by Waddesdon Farm (The Estate/landowner may be required to remove a section of hedging on the correct alignment and reinstall the gate if it still needs one). A fingerpost will be replaced by the Council's RoW team. The PC to address other safety suggestions: realignment of footpath to coincide with path opposite, installation of SID sign displaying pedestrian crossing (**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. Once some of these measures have been implemented, the process to change to the speed limit to be formally understood. **ACTION: Paul Irwin to ask TfB for an 'in principle' response to proposal to introduce a 40mph speed zone at the village approach from Chearsley.**
- **Playground Improvements.** Playground Committee are providing project plans, funding sources (supported by S106 monies), installation and maintenance proposals. **LS/CLERK** to formally request monies for remaining Section 106 monies (£14,015.63) when appropriate. Maintenance pot of £1,621.35 ringfenced.
- **Wildlife Project.** Installation of bench on concreted pad on lower green approved (£670). **JR** to instruct Simon Brown. Gentler slope to be considered (£430) after installation of bench. Awaiting two further benches (playing field near the Platinum Jubilee commemorative tree and at the old dugout). Bird and bat boxes ordered. **ACTION: LS/CLERK to reclaim grant from H&W Community Board.**

1

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DRAFT MINUTES

2021/053

- **Tree for the Queen's Platinum Jubilee.** Acer Campestre/Field Maple (along the south-eastern edge of the playing fields) ordered (part payment) and to be planted in Spring. **ACTION: CLERK to request confirmation of grant from Elaine Hassell.** JR/CLERK to formally request monies from H&W Community Board when appropriate (£2937.90).
- **Maintenance of trees on Playing Field.** KB and Paul Ridout (Tree Warden) have met tree surgeon and are awaiting costs for maintenance of Duke of Edinburgh commemorative Oak tree and other tree in playing field.
- **GDPR Legislation.** Clearing of files (LS/CLERK). Ongoing.
- **Cuddington Green Initiative** ongoing (KT/LS/JR).
- **Sewage spills into the River Thame.** CLERK awaiting follow-up response from Greg Smith, MP.
- **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. Awaiting.
- **Boules Pitch.** **ACTION: KB to obtain new sleepers.** The PC agreed to meet the cost.
- **Boardwalk, Nether Winchendon.** **ACTION: KB to follow up request for repair with Alastair McVail, Area Rights of Way Officer.**
- **Chearsley Carbon Neutral.** Potential article in Village Voice (VV) outlining the initiatives the Parish Council are taking to reduce its carbon footprint.
- **Litter Pick.** **ACTION: KB to purchase litter pickers for children.**

4. Declarations of Interest

MT declared an interest in Planning Application: **21/03904/APP - Swan Cottage, Aylesbury Road, Cuddington, HP18 0BG**. All Parish Councillors have declared an interest in the Neighbourhood Plan.

5. Correspondence

Village Notice Boards. A Parishioner has expressed concern over the reduced size of boards (and their capacity to hold portrait posters), the magnetic fixings, and the condensation on the closed cabinet. Since installation, the condensation has eased. It was agreed to retain the boards and re format posters as appropriate. **ACTION: KMB to order further keys and magnets.**

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

LS has attended a meeting with Eman Malhas and two playground suppliers for quotations.

7. Contributions from Buckinghamshire Councillors

There were none.

8. Planning

- **21/04680/APP - Land at Bentley House, Aylesbury Road, Cuddington HP18 0BG**
Erection of agricultural/forestry building. Comment date: 5th January 2022
ACTION: KT to request extension to time and ask Case Officer for justification for the size and location of the building.
- **21/04674/APP - Bentley House, Aylesbury Road, Cuddington, HP18 0BG**
Alteration, extension and conversion of existing building to form dwelling with parking and amenity space. Comments: 6 January 2022
ACTION: CLERK to return No Objections to Bucks Council.
- **21/03904/APP - Swan Cottage, Aylesbury Road, Cuddington, HP18 0BG**
Householder application for conversion of garage into habitable accommodation, part ground floor and part first floor rear extensions and recladding. Case Officer: Catherine Dickson. Comment date 14th January 2022
ACTION: CLERK to return Opposes the application to Bucks Council and comment:

2

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2021/054

The PC welcomes the proposed amendments to the north elevation (treatment of gables) and the east elevation (omission of windows overlooking Swan House). However, the PC still has concerns about:

- a) the important south elevation in relation to the setting of Swan House and the visual and historic relationship between Swan Cottage and Swan House.*
- b) the proposal for vertical cladding in general, and on the south elevation in particular Swan Cottage and Swan House share the same driveway and are perceived as a pair of buildings facing Aylesbury Road to the south. In this relationship Swan Cottage, as the later and unlisted building, should, architecturally, respect and be subservient to Swan House. This applies to the massing and height and also to the elevational treatment. Ideally this would be achieved through a simple palette of high-quality materials and design features. Unfortunately, the current proposals include a mixture of roof heights, facing materials, window and door frames and skylights that create a complex arrangement that is out of character with its surroundings and detracts from the appearance and setting of Swan House. This is further exacerbated by the addition of photovoltaic cells on the lower roof and the vertical emphasis of the window frames on the two-storey element. Therefore, Cuddington PC opposes the amended proposals on the basis of design quality, impact on the Conservation Area and impact on the setting of a listed building. The PC asks that the applicants address concerns ((a) and b) above) and submit revised proposals.*

9. Finance

- **Balance from Minutes of previous meeting** (30th November 2021): **£73,872.16**
- **Receipts: £2,633.00** (Vale of Aylesbury Housing Trust – Notice Boards)
- **BACS Debits: £0.00**
- **Balance of Bank Account: £76,505.16** (as at 15th December 2021)
Available Funds: £76,505.16
- a. **Orders for Payment: £5,471.36)**
 - **Venetia Davies - £430.36** (£415.36) + £15.00 (Use of Home)
 - **Notice Board Company - £2,946.60** (£2,455.20 + £491.10) (Notice Boards)
 - **Ken Birkby - £38.01** (£31.67 + £6.34 VAT) (Footpath maintenance)
 - **Ken Birkby - £200.00** (£166.67 + £33.33) (Christmas Tree – Hartwell Nurseries)
 - **Bucks Council - £244.65** (£195.54 + £39.11) (Dog Waste Service April 2021-March 2022)
 - **Majestic Trees - £1,621.74** (50% payment for Jubilee tree) - £3,243.48 (£2,702.90 + £540.58 VAT)
- BALANCE: £71,033.80** (Available Funds less Orders for Payment).
- b. **Management Report, December 2021. ACTION: CLERK to circulate.**

10. Budget 2022/23

A note on the Budget for 2022/23 was circulated prior to the meeting. Councillors discussed the running costs of the Parish Council, project expenditure (largely supported by grants in 2021/22) and proposed funding requirements for 2022/23. This included the CNP Referendum, Dadbrook Cycleway/footway, Aylesbury Road safety project, tree maintenance (Duke of Edinburgh tree and others on playing field), pedestrian safety crossing footpath (CUD-013), a gate to footpath CUD003 and general improvements to Cuddington (such as the recent improvements to Welford Garden). **ACTION: CLERK to agenda setting of Precept for January meeting.**

11. Items for Information. There were none.

12. Date and Time of Next Meeting:

TUESDAY 25TH JANUARY 2022 at 7pm in the Bernard Hall

Annual Village Meeting - Monday 4th April 2022

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

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