

DRAFT MINUTES

2023/020

CUDDINGTON PARISH COUNCIL **Draft Minutes of the Parish Council Meeting held in the Bernard Hall** **TUESDAY 25th JULY 2023 at 7pm**

PRESENT: Andrew Hughes (AH), Eman Parker (EP), Lorraine Stevens (LS), Ken Trew (KT), Venetia Davies (Clerk and RFO).

Parishioners: There were 4 Parishioners present.

NB: Action points highlighted.

Parishioners Question Time

There were no questions.

1. Apologies

Ken Brown (KMB), Ravern Stevens (RS), Malcolm Thomas (MT) and Ashely Waite (AW).

2. Approval of Draft Minutes

The Draft Minutes of the June meeting were **agreed and signed** as a true record by Lorraine Stevens, Chair.

3. Matters Arising

- **Wildlife Project/Cuddington Green Initiative.** Bat boxes will be installed. **ACTION: Julia Ridout to follow up.**
- **Village Maintenance. Overgrown Hedges. Holly Tree Lane/Frog Lane.** Further remedial work will be carried out by Buckinghamshire Council when resources are available.
- **Assets of Community Value:** Expiry dates: Allotments (11.08.23), Cuddington Village Stores and Post Office (15.09.24) and Crown PH (15.09.25). **ACTION: CLERK to provide land registry number for allotments, if available, to Bucks Council.**
- **Registration of Parish Council Land with Land Registry.** **ACTION:** Julia Ridout is awaiting response.
- **Salt Bin at corner of Frog Lane/Lower Church Street.** To be installed and filled in September.
- **Dog Bin – Tibby's Lane.** Dog bin installed. Awaiting replacement of Tibby's Lane sign. **ACTION: CLERK to chase.**
- **Condition of mirror on Crossroads.** **ACTION: KEN BIRKBY to assess.**
- **Condition of Telephone Box.** **ACTION: CLERK to obtain quote for repainting.**
- **PC Governance.** Reviewed (KMB) and uploaded on website.
- **PC Bank Account.** **ACTION: LS to progress changes to bank account signatories and investigate savings account for ringfenced funding.**
- **Right of Access over Fairhive Homes Lane.** Lease signed and sent.
- **Defibrillator Training.** CPR and Defibrillator training sessions arranged for Thursday 31st August at 7pm (Bernard Hall) and Saturday 16th September at 10am (Playing Fields Clubhouse). Hall hire to be met by Parish Council. **ACTION: CLERK to promote in Village Voice and on Website.**
- **Cuddington Playing Fields direction sign.** Requested and awaiting further response from Colin Woolford, LAT.

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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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www.facebook.com/Cuddingtonvillage

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4. **Declarations of Interest**, in accordance with Sections 30(3) and 235(2) of the Localism Act 2011.
There were no interests declared.
5. **Contributions from Buckinghamshire Council Councillors.**
There were none.
6. **Correspondence**
An email received regarding verge on West Bank of Holly Tree Lane. Following a recent cut, earth is shifting onto road due to little vegetation. LS has asked Simon Brown to scatter grass seeds/wildflowers in bare areas.
7. **Planning – please view Planning Applications and full comments via the new [Planning Tracker](#)**
 - **23/02136/APP - Cowley Farm, Aylesbury Road, Buckinghamshire HP18 0BG**
Householder application for erection of porch. Insertion of window, door and rooflights. Garage conversion to habitable space. Associated glazing and landscaping. Comment by: **14 August 2023. CLERK to return NO OBJECTIONS to Buckinghamshire Council subject to site visit (LS/AH – 25.07.23 at 11.30am).**
8. **Road Safety Projects** – the monthly update (July) has been uploaded on the [Highways and Traffic](#) page of website.
 - **Speed limit.** Jonathan Fuller, Principal Transport Strategy Officer has offered to liaise with Neil O'Leary regarding speed limits and confirmed a balance of £4,361.63 remaining from the s106 Highways Contribution. **ACTION: CLERK to request Jonathan's support in asking for a response from Neil O'Leary and request that the fee for Aylesbury Road traffic calming (£3,726.43) be waived given that the project ended in failure when the police were finally consulted and rejected the TfB proposals outright.**
 - **Management of HGV's** (funded by TfB). Buckinghamshire Council Transport Strategy team are progressing the development of steps to manage HGVs in the area. Public consultation is expected within the next few months. An incident involving an HGV mounting the kerb in Dadbrook has been reported to the police and is being dealt by them. The Parish Council to issue a statement on the website.
 - **Dadbrook safe pedestrian route to bus stops on A418.** The Parish Council has met with the landowners. Cost estimates for the proposed drainage and verge works are being sought to establish the financial viability of the project.
 - **Kings Cross/A418 crossing Feasibility Study.** Haddenham PC has now commissioned the independent road safety study for Kings Cross (PJA) which will include an assessment of pedestrian safety when crossing the A418. The costs will be met by Haddenham PC (50%), Cuddington PC (25%) and Chearsley PC (25%).
9. **Dadbrook Flooding**
The landowner has cleared out the ditch on the south side of the brook. If the Dadbrook footpath is approved, the PC has suggested flooding and drainage works (for more substantial gullies) be carried out then.
10. **CPFA Lease**
Minutes from the CPFA meeting (20th July 2023) have been provided. Charles Sanderson, who was present at the PC meeting, confirmed that the CPFA will continue to carry out minor repairs to the car park; the Parish contributing to costs if required but not be responsible for the car park. The CPFA are in the process of appointing new Trustees at its meeting on 14.09.23.

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ACTION: CLERK to instruct Wellers Law Group to prepare new Lease in line with the above and other minor variations. To provide continuity of cover, the public liability licence (CPFA) and building insurance (PC) to be extended. Due to increased costs in putting on a firework display, the Committee are unsure if the fireworks will take place this year. A member of the Committee has been tasked to see if the event can take place (on Friday 3rd November 2023).

11. Footpaths

- **Replacement of Stiles/Gates.** Further information regarding replacement of stiles to gates has been sought from the Area Rights of Way Officer, Buckinghamshire Council who has confirmed that BC can supply metal pedestrian gates to replace stiles provided that they are needed for livestock control. Where there is no livestock present, stiles can be removed and gaps left. The Footpath Committee has met with Bill Piers from rRIPPLE, the charity who operate a donate-a-gate scheme, and has also been in contact with the Footpath Officer for Chearsley regarding stiles/gates to connecting footpaths. Landowner approval has been given to replace three stiles with gates (CUD/2449, CUD/2450 and LNW/2645). A contributory cost of £1,000 was agreed in principle. **ACTION: CLERK** to enquire supply of gates with Rights of Way Officer. **AH** to co-ordinate installation.
- **Planning Inspectorate/Footpath CUD013.** The landowner of Marlins gave a detailed background to the application for diversion of Footpath CUD103 and the Order subsequently submitted to the Planning Inspectorate for confirmation. The Parish Council has received copies of all the statements of case with corresponding documents from the Planning Inspectorate (07.07.23) and has been invited to comment (by 15.08.23). The Parish Council were supportive of the proposed Footpath Diversion CUD013 at its meeting on 22nd February 2021. The Parish Council has no further comment. **ACTION: CLERK** to return **No Comment** to Planning Inspectorate.

12. Mobile Phone Signal

AH is investigating potential opportunities for improved mobile phone signal in the village and will update the PC at a later date.

13. Playground

The cost of the rocking horse repair (bearings) is £1,928.80 + VAT. The pub quiz raised a fantastic £220 towards this. EP has applied to the Village Fete Committee for a grant of £1,700. To hold the current price of repair and 6-week lead time, it was **agreed** to place the order soonest for repairs. The Parish Council **agreed** to meet any shortfall. **ACTION: LS** to instruct rocking horse repairs and chase payment for other repairs (£586.50) and replacement seats (£400.00). Following the report of an accident, the playground risk assessment has been reviewed and the grounding confirmed as appropriate. **LS/EP** to place a sign on the Social Club notice board reminding parents that children should be supervised by a responsible adult when using the playground. The Playground Inspection Company (PIC) has confirmed that the Inspection Report is a certificate of works and that the PIC does not normally go back to revisit a site following remedial repairs. It is recommended that the Parish Council instead keep any photos/images regarding repairs along with the inspection report for information. The next full inspection is due December 2023.

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14. Wildflower areas in Cuddington

Proposed areas for wildflowers received by Simon Brown (SB). It was **agreed** that this was not a priority for this year but will be revisited in the future. **ACTION: LS to inform SB.**

15. Reports from Councillors attending meetings and outside organisations including CPFA AH reported on the **Parish Liaison meeting** (28.06.23) and circulated corresponding documents. Potholes took up majority of discussion with the council outlining details of its new contract, having identified it as a priority and drawing an additional £7.3 million from reserves. The council is under significant revenue pressure. The reduced income from commuter parking alongside increased costs has caused significant strain. The need for the Aylesbury ring road is recognised, but equally there is no money from central government. The strategy has therefore been to seek to establish a series of ring roads through new housing developments as they are built. BC has been selected by Department for Food, Environment and Rural Affairs (DEFRA) and Natural England to be one of five local authorities across England to pilot the development of Local Nature Recovery Strategies (LNRS). KT reported on the **Parish Liaison Planning & Environment Forum** (18.07.22). The Planning Authority is waiting for the Levelling-up and Regeneration Bill to be passed. Information is being gathered about potential housing sites. A document concerning strategic growth scenarios will be produced in early 2024 for comment. The Housing and economic land availability assessment (HELAA) methodology will be published in late summer. It is hoped the PC can comment on this. EP covered items from the CPFA meeting (20.07.23) in Item 10.

16. Finance

- **Balance from Minutes of previous meeting** (25th July 2023): **£100,426.50**
- **Receipts: £230.00** (Donation from Pub Quiz, £10.00 map income)
- **BACS Debits: £0.00**
- **Balance of Bank Account: £100,656.50** (as at 14th July 2023)
- b. Orders for Payment: £1,665.23**
 - **Venetia Davies - £469.72** (£454.72 + £15.00 (Use of Home))
 - **Society of Local Council Clerks - £73.00** (Membership £146.00 with Ashendon PC)
 - **Blades Turf Care - £762.00** (Village Green Cut – £198.00 (£165.00 + £33.00 VAT), Village Verge £468.00 (£390.00 + £78.00 VAT) and Watering £96.00 (£80.00 + £16.00 VAT))
 - **Hugo Fox - £12.99** (£10.83 + £2.16 VAT) (Monthly Planning Tracker support)
 - **Buckinghamshire Council - £347.52** (£289.60 + £57.92 VAT) (Dog Waste Bin)
 - Also agreed: Wellers Law Group - £1,140.00 (£950.00 + £190.00 VAT)**
 - BALANCE: £97,851.27** (Available Funds less Orders for Payment).
- b. July Management Report.** **ACTION: CLERK** to add project expenditure.
- c. Bank Account, Business savings account.** **ACTION: CLERK** to re agenda.

17. Items for Information

- **Town and Parish Survey** (extended to 31.07.23). **ACTION: CLERK** to review.
- **Parish Workshop** – 07.09.23 at 6.30pm, Brill School. **ACTION: LS** to attend.
- **Parish Workshop** – 16.11.23 at 6.30pm Westcott Cricket Club.
- **Chairing Skills course** – 20.09.23 at 6.30pm. **ACTION: LS** to attend.

18. Date and Time of Next Meeting:

TUESDAY 22nd AUGUST 2023 - 7pm in the Bernard Hall

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