

DRAFT MINUTES

2024/001

CUDDINGTON PARISH COUNCIL **Draft Minutes of the Parish Council Meeting held in the Bernard Hall** **TUESDAY 23rd JANUARY 2024 at 7pm**

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

Parishioners: There were two Parishioners present including Councillor, Ashley Waite (AW)

NB: Action points highlighted.

Parishioners Question Time. There were no questions.

1. Apologies

Raven Steven (RS), Malcolm Thomas (MT).

2. Approval of Draft Minutes

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

3. Matters Arising

- **Assets of Community Value:** Expiry dates: Cuddington Village Stores and Post Office (15.09.24) and Crown PH (15.09.25).
- **Registration of Parish Council Land with Land Registry.** LS and CLERK are now authorised to deal with queries following initial registration by Julia Ridout. Work is being actioned. **ACTION: CLERK to list payment to Julia Ridout (£32.85) for application charges.**
- **Street Signs.** Awaiting replacement signs for *Tibby's Lane* and *The Green*. **ACTION: CLERK to follow-up.**
- **CPFA Lease.** There are further errors (typos) in the Lease which are being amended by the solicitor, and queries from the Trustees of the CPFA over insurances. Ellen Dyer has sent a copy of the CPFA contents (£24,687 and stock £2,598) and public liability insurance (increased to £10m to mirror the public liability of Cuddington Parish Council (£10m). Whilst the PC insure the property, it is agreed that the contents and public liability insurance is the responsibility of the CPFA. This also applies to the sheds and contents as well as the stock and assets of the bar committee. **ACTION: CLERK to obtain revised Lease from Solicitors for signature and write to Trustees of CPFA informing of the above. CLERK to request peppercorn rent in April 2024.**
- **Improved Mobile Phone Signal.** During a recent isolated power cut, an elderly resident was unable to call for help using a mobile phone because of poor signal. The resident asked that the PC is aware of situations that can arise due to lack of mobile signal and do all they can to improve signal and so avoid a recurrence. AH has written to OFCOM and all major companies and will continue to investigate possible solutions/costs where the PC can install its own booster. **ACTION: AH to update at February meeting. AW to revert with any actions that can be taken at the County level.**
- **Chairing Skills course.** Postponed until further notice.
- **Gifted Tree.** Planted. **ACTION: LS/CLERK to agree wording and organise plaque.**
- **Defibrillator.** **ACTION: RS to install new battery in defibrillator located outside Bernard Hall.**

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- **Village Maintenance.** Order raised by Buckinghamshire Highways to clear unmaintained grass verge from the Crown PH to Holly Tree Lane. Colin Woolford, LAT, also due to inspect the gully that floods near bus stop. **ACTION: CLERK to chase Colin Woolford.**
 - **Grass Cutting – Children’s Playground.** The PC Insurer has confirmed that the gardener (playground cuts) is automatically covered given they work exclusively on behalf of the PC.
 - **Commonwealth War Grave Sign (CWGC).** Cuddington Parochial Church Council (CPCC) has reviewed the decision it made in 2021 and agreed to support the application for a CWGC sign. **ACTION: LS to attend meeting with CPCC to agree position of sign, prior to application being submitted.**
 - **Dadbrook Vehicle Activated Sign.** The manufacturer of the VAS, Mallatite Ltd has advised that the contractor, Aylesbury Mains Ltd, has gone into liquidation. Mallatite is sourcing a new contractor but has indicated that due to the age of the VAS, it may be beyond repair. Rather than the expense of a repair, the Parish Council **agreed** to the purchase of two new data recording Speed Indicator Devices (to be solar powered and part or fully funded by H&W CB).
4. **Declarations of Interest,** in accordance with Sections 30(3) and 235(2) of the Localism Act 2011. Andrew Hughes (AH) declared an interest in planning application 23/03972/APP.
5. **Contributions from Buckinghamshire Council Councillors.**
AW updated the meeting on the National Planning Policy Framework (NPPF). Buckinghamshire Council were 467 units short on 19th December 2023. AW reminded the meeting of the updated and published NPPF and the two major changes. *Paragraph 14.* Neighbourhood Plans will now have significant weight (when considering development proposals which are in conflict with the Plan) for a period of five years from being made, rather than two. *Paragraph 76.* LPAs do not need to calculate their housing supply annually if the Local Plan is less than five years old. Buckinghamshire Council does therefore not need to apply the tilted balance in determining any applications (in the North and Central planning area) from 19 December 2023 until September 2026 as VALP is less than five years old and a 5yr HLS does not need to be demonstrated. The Parish Council has asked BALC for a link to the updated Government Responses that concerns Neighbourhood plans so that the PC can review. **ACTION: CLERK to circulate to AW and chase BALC for response.**
6. **Correspondence**
The Parish Council received a Freedom of Information request which has now been dealt with. There were no other items of correspondence that were not discussed within the agenda.
7. **Planning – please view Planning Applications and full comments via the new [Planning Tracker](#)**
- **23/03972/APP – Cowleas, Spicketts Lane, Cuddington, Buckinghamshire HP18 0AY**
Householder application for erection of single storey side and rear extension and detached garage/carport. Comments by: 18 January 2024 (extended to 24.01.24). The applicant was invited to introduce 23/03972/APP, having declared an interest under agenda Item 4. **ACTION: CLERK to return OPPOSES the application to Buckinghamshire Council and comment as follows:** Cuddington Parish Council understand that the general quantum of floor space and location of the extension has already been approved by Buckinghamshire Council. (This was established via correspondence with Buckinghamshire Council in relation to 23/02585/HPDE and 23/02583/CPL and shared with Councillors, together with a reference to the AVDC SPD on design, for discussion at the meeting). Comments relate to the design of the proposed extension and its compliance in relation to [Aylesbury Vale Area Design Supplementary Planning Document/Extensions](#). In particular please refer to Principle DES57:

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Extensions should be subservient to the scale, form, and massing of the original dwelling. The footprint of the extension is large in proportion to the existing ground floor (approx. 70% of the existing floor area) and it has the potential to overwhelm the character of what is an elegant, detached house with well-proportioned elevations. In the proposed elevations 1677 06c and 03d the roof of the extension appears out of scale and overly complex when compared with the host building. The northeast elevation (1677 06c) shows how the roof slope above the store has been projected upwards to create a discordant and unattractive junction with the house. This is also illustrated on the roof plan on 1677 021d, which also shows the complex nature of the roof and the unusual valley gutter. The Parish Council feels that the height, design, and massing of the roof does not comply with the principles in DES57 i.e. *“Extensions should use simple, uncomplicated building forms to compliment and coordinate with the scale, form and massing of the original building. Applicants should avoid proposals that wrap around the existing dwelling and involve complicated roof forms. This is likely to result in a bulky appearance.”* Other roof options, e.g. a mansard roof, could provide more sympathetic elevations and less complicated roof form.

- **23/03387/APP – Barn South of Holymans Farm.** Buckinghamshire Council has confirmed that the Parish Council call-in request has been agreed. It will be on the agenda for the Planning Committee meeting on 7th February 2024 from 2.30pm. The Parish Council will be written to in accordance with procedures. The Case Officers report will be published on the website on 30th January (around midday). It will be listed as an Agenda item here. The Parish Council will be invited to speak along with objectors (3 minutes in total). This is a meeting held in public. Parishioners can attend in person or listen via the webcast. **ACTION: CLERK to invite Ward Councillors to a site visit. KT/LS to attend the Committee meeting.**

8. Road Safety Projects – please also see [Highways and Traffic](#) page of website.

KT updated the meeting on the various road safety projects, as follows:

- **Extension of 30mph speed limits.** Bucks Highways has completed its assessment of the proposed 30mph extensions and advised the Parish Council that the assessment does not meet the Department for Transport Guidelines on speed limits. Thames Valley Police were consulted and stated that they would object to the proposals unless there were traffic calming measures to slow down traffic. The Parish Council suggested an alternative solution, creating a 40mph transition between the 50mph and 60mph speed limits on the approach roads and the existing 30mph speed limit area. This was also rejected by Bucks highways. There is no prospect of Bucks changing their minds and no further action will be taken on this matter.
- **HGV control zone.** Buckinghamshire Council Transport Strategy team is consulting on a [Waddesdon Freight Zone to include Chearsley, Cuddington, Ashendon and Brill](#). Buckinghamshire Highways state: *“Our aim is to significantly reduce traffic on local roads by preventing HGVs from passing through to ensure they take more appropriate routes. There would be an exception for vehicles travelling to destinations within the zone. This means deliveries and collections for local homes and businesses would be unaffected. Access would also be retained for buses, farm traffic and public service vehicles.* The Parish Council fully supports this proposal and encourages Parishioners to respond positively to the public consultation.
- **Dadbrook verge/footway**
There has been no further response from the landowner. The project is therefore now considered to be unachievable in the short term. There will be another opportunity to pursue this objective through the Bucks Local Plan process in relation to the housing proposals at Dadbrook Farm.

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- **Safety assessment of the Kings Cross junction** (Dadbrook and the A418). [The consultant's \(PJA\) safety final report has been issued and can be found here.](#) It is proposed to review the junction capacity/design during the Bucks Local Plan consultation stage.
- **20mph feasibility study.** Buckinghamshire Council will not support 20mph speed limits unless they are enforceable i.e. average speeds are within 24mph. (The PC is advised that the Oxfordshire 20mph limits in villages are largely unenforceable). To help reduce vehicle speeds it is proposed to maintain the Speedwatch programme and install additional Speed Indicator Devices (SIDS) at the approaches to the village. The highway consultant (PJA), commissioned by the Parish Council, is completing its report recommending a phased programme of 'light touch' traffic calming measures e.g. textured surfacing, signage, village gateways etc to emphasise the residential nature of the roads. The final report should be available by the end of February. Once approved, the consultants will discuss its findings with Buckinghamshire Council in order to agree a way forward and options for funding. **ACTION: LS/KT to complete H&W Community Board Project Fund application for new Speed Indicator Devices.**

9. Footpath Project - Replacement of Stiles/Gates.

When weather permits, three stiles will be replaced by two gates towards Nether Winchendon. A Parishioner has kindly offered to pay for a gate. There are areas of Footpath 3 that are difficult to walk and the PC will explore potential actions that can be taken with the support of landowners and the footpath volunteer group. **ACTION: LS to organise volunteer working party for some remedial work to gates on Footpath 2, when weather improves. AH to liaise with Allotment Society to discuss replacing stiles on Footpath 8.** A Parishioner thanked the PC for the works that have been done.

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

There were none.

11. Trees on Parish Land

South Bucks Tree Surgeons has agreed to cost the production of a tree register and maintenance programme for all trees on Parish Council land. **ACTION: CLERK to supply list of trees to MT.** A Parishioner has emailed the PC with concern over the planting of a tree on the lower green. It was agreed to survey villagers (on Lower Green) with the idea of one, possibly two trees. **ACTION: EP to liaise with Parishioners.**

12. Biodiversity Duty

Doug Kennedy joined the meeting and offered to help with the drafting of a Biodiversity policy for Cuddington. It was agreed that to be sustainable, the community needs to become involved, and there should be liaison between villages. LS, KMB and DK agreed to form a Biodiversity Working Group. **ACTION: Biodiversity working group to report back at future meeting.**

13. Village Book Library, to consider a village book library and its location.

The Parish Council agreed to a village book library and to the purchase a freestanding metal cabinet (£172). Location to be agreed. **ACTION: CLERK to obtain details from Ashely Waite and liaise with volunteer who will supply books free of charge for the first year.**

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14. Finance

- **Balance from Minutes of previous meeting** (19th December 2023): **£21,901.48**
 - **Receipts: £0.00**
 - **BACS Debits: £0.00**
 - **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
 - **Balance of Bank Account: £21,901.48** (as at 17th January 2024)
 - **Available Funds: £102,226.54** (balance of bank account plus balance of savings account (£80,325.06 including interest (£203.71))
 - **Orders for Payment: £869.37**
 - **Venetia Davies - £641.18** (£486.72 + £15.00 (Use of Home) + £32.99 (Toners) + £106.47 (additional hours))
 - **Hugo Fox - £12.99** (£10.83 + £2.16 VAT) (Monthly Planning Tracker support)
 - **Lorraine Stevens - £25.00** (To Mr Brian Woodford for electricity for lighting of Christmas Tree)
 - **JRB Enterprise Limited - £190.20** (£158.50 + £31.70) (Dog Bags)
 - **BALANCE (Current Account): £21,032.11** (Available Funds less Orders for Payment).
 - **BALANCE (Savings Account): £80,325.06**
- b. Management Report.** January 2024 report circulated.

15. Items for Information

- **Haddenham & Waddesdon Community Board - Parish Workshop** - Tuesday 30th January 2024 at 6.30pm at Cheersley Village Hall. **ACTION: LS/KMB to attend.**
- **Waddesdon Area Freight Strategy Consultation** – ends 17th February 2024.
Have your Say - It is vital that as many people as possible respond to this consultation (click on Have your Say link) and support this proposal. The Village will not get another opportunity. Many businesses within the freight zone will object fiercely to the proposed restrictions. Therefore, there needs to be overwhelming public support to persuade Bucks to approve the scheme.
- **Haddenham and Waddesdon Community Board - Green Living Event.** Thursday 29th February 2024 at the (Buckinghamshire Railway Centre, HP22 4BY) including the grand opening of the Lending Library.
- **Apologies** (February meeting), Eman Parker.
- **New planning application received after published Agenda. 23/03958/APP - 3** Cuddington Court, The Green, Cuddington, HP18 0DT. Householder application for single storey rear extension. **ACTION: CLERK to arrange site visit.**
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16. Date and Time of Next Meeting:

TUESDAY 27th FEBRUARY 2024 - at 7pm in the Clubhouse, Cuddington Playing Fields

ANNUAL VILLAGE MEETING - MONDAY 22nd APRIL 2024