

DRAFT MINUTES

2024/27

CUDDINGTON PARISH COUNCIL
Draft Minutes of the Parish Council Meeting held in the Bernard Hall
TUESDAY 30TH JULY 2024 at 7pm

PRESENT: Ken Brown (KB), Eman Parker (EP), Lorraine Stevens (LS), Malcolm Thomas (MT), Venetia Davies (Clerk and RFO).

Parishioners: There were no Parishioners present.

NB: Action points highlighted.

Parishioners Question Time

There were no questions. Thanks were paid to the Bernard Hall Committee for installation of television screen and use.

1. **Apologies.** Andrew Hughes (AH), Ravern Stevens (RS).
2. **Approval of Draft Minutes.** The Draft Minutes of the June meeting were **agreed and signed** as a true record by LS, Chair.
3. **Matters Arising**
 - **Assets of Community Value:** Expiry dates: Crown PH (15.09.25).
 - **Registration of Parish Council Land with Land Registry.** Further information required. **ACTION: LS/CLERK to submit requests by 06.09.24.**
 - **Replacement Nameplates - Tibby's Lane, The Green, Holly Tree Lane and Lower Church Street** reported. Awaiting replacements.
 - **Improved Mobile Phone Signal.** No plans a phone mast on the Airfield Playing Field, Haddenham. **ACTION: AH to write to Arqiva to understand plans to improve phone signal in the region.**
 - **Gifted Tree.** Installation of plaque. **ACTION: LS to chase Ben Clayton.**
 - **Inspection of gully near bus stop.** Order in place for start of winter.
 - **Commonwealth War Grave Sign (CWGC).** Will be installed before Remembrance Sunday.
 - **Parking on verges in Bernard Close.** Improvement noted. **ACTION: AH/CLERK to write and thank residents. KMB/CLERK to obtain quotation for bollards (outside pub, and at the entrance to Dadbrook Road) and installation.**
 - **Certificate of Lawfulness.** **ACTION: CLERK to set up notifications on Planning Portal.**
 - **Mirror at Crossroad at Crown.** **ACTION: KMB/LS to research replacement mirror.**
 - **Improvements to Welford Way Garden.** **ACTION: CLERK to agenda for September.**
4. **Declarations of Interest.** There were no interests declared.
5. **Resignation of Cllr Ken Trew and election of Vice Chair.** Ken Trew has regrettably resigned from the Parish Council as Councillor and Vice Chairman. Lorraine Stevens said Ken, as Chair of the Steering Group, was instrumental in getting a Neighbourhood Plan made for Cuddington and has been a real asset to the PC with his planning knowledge. Ken has kindly agreed to be a planning consultant for the PC. Steps to co-opt a Councillor have been taken with Notice of Casual Vacancy published on 17.07.24 (until 06.08.24). Subject to there being no request to fill the vacancy by election, the PC will publicise the position and invite applications for co-option at the August or September meeting. KMB was nominated and elected as Vice Chair. **ACTION: CLERK to advertise Casual Vacancy after 06.07.24.**

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6. **Contributions from Buckinghamshire Council Councillors.** There were none.

7. **Correspondence.** There was none.

8. **Planning – please view Planning Applications and full comments via the new [Planning Tracker](#)**

The following planning application was received after the agenda was issued:

- **24/02219/PVN - Paddock Pass, Frog Lane, Cuddington, Buckinghamshire, HP18 0AX**
Determination pursuant to Schedule 2, Part 14 (Class A) of the Town and Country Planning (General Permitted Development) (England) Order 2015 as to whether prior approval is required for the Installation of solar PV equipment. Case Officer: Charlie Ng. Comment date: 27.08.24.
ACTION: CLERK to return No Objections to Buckinghamshire Council and formally ratify decision in next month's minutes.

9. **Infrastructure Projects (as defined in Cuddington Neighbourhood Plan 2021-2033).** Updated and agreed. **ACTION: CLERK to upload to website and include Street Nameplates Audit.**

10. **PC Governance**

- Risk assessment – Devolved Services. Agreed. **ACTION: CLERK to upload on website.**
- Risk assessment – Speed Indicator Device. Agreed. **ACTION: CLERK to upload on website.**
- PC website – consider moving content and councillors emails to .gov.domain. **ACTION: CLERK/Chris Long to arrange meeting with Oxford IT Solutions.**

11. **Road Safety Projects** – please also see Highways and Traffic page of website. **ACTION:**

CLERK to update website with following.

- **Resurfacing and refreshing of road markings, refreshing coloured surfacing and dragons' teeth markings on approaches to village.** Order in place for lining at south entrance to the village (end August/September).
- **Village Gates.** Ordered and payment made. The PC will be notified of any variance between quote and amount paid once Buckinghamshire Council receives and accepts the BBLP quote (Council's terms maintenance contractor) and works have been completed. The PC to be reimbursed with the difference if costs are less than invoice paid. The PC will be kept advised of progress and timescales.
- **Speed Indicator Devices.** The SID (including solar panel and brackets) on Dadbrook has been stolen together with the batteries from the SIDs on Bridgeway and Aylesbury Road. Clerk has reported to PC insurers, Hiscox. Awaiting outcome. **ACTION: CLERK to request review of VAS and SIDS and locations with Colin Woolford.**
- **Waddeson Area Freight Zone Consultation.** Email from Graham Hilary. The survey results of informal engagement have been presented to Cabinet Member for Transport for consideration on how to proceed. The Cabinet Member has decided to pause progressing the Waddeson Freight Zone whilst the effectiveness of this type of intervention is measured. Traffic surveys on pilot freight zone in the Ivinghoe area will be rerun towards back end of year when installation of advance notice signage is complete. Once analysed, outputs from surveys will help inform how effective the Ivinghoe Freight Zone has been in removing HGV through traffic whilst allowing for local access. This will in turn help shape how Buckinghamshire Council may proceed with freight interventions in Waddeson area, giving considerations to introduction of a freight zone along with other potential solutions. The Parish Council has been notified that there will be more updates when surveys on the Ivinghoe Freight Intervention have been conducted.

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- **Kings Cross Junction Lining.** Haddenham PC has submitted a joint application (Haddenham, Cuddington and Chearsley PC's) to the HS2 Road Safety Fund (12.06.24).
- 12. Trees.** Quotations accepted and within budget. Cherry Trees (£1,032.00) and Rowan (£192.00). **ACTION: MT to instruct.**
- 13. Footpath Project - Replacement of Stiles/Gates.** Kissing gate installed at Nether Winchendon with a further planned on route to Nether Winchendon. Thanks were paid to rRIPPLE and Doug Kennedy. AH and MT have cleared path on Footpath 11.
- 14. Playground.** Paving slabs at entrance installed. Wicksteed have forwarded a maintenance guide for the trampoline. **ACTION: EP to request same for all equipment provided and installed. EP to attend Routines Inspection and Maintenance of Play Areas (31.07.24).**
- 15. Street Nameplates Audit.** Holly Tree Lane and Lower Church Street nameplates reported. Maintenance of signs completed. Audit to be reviewed at AVM 2025.
- 16. Village Map.** **ACTION: CLERK to re-agenda for August meeting.**
- 17. Assets of Community Value.** Re-nomination of Cuddington Store and Post Office. **ACTION: LS/CLERK to submit.**
- 18. Reports form Councillors attending meetings/outside organisations including CPFA**
 - **Community Boards.** Hosted by Cuddington PC. Well attended.
 - **Charing Skills.** Meetings should ideally be no longer than 1.5 hours with shortened agenda if necessary.
 - **CPFA.** Book Library has been well received. The Lease will be registered with the Land Registry on appointment of new Trustee.
- 19. Finance**
 - **Balance from Minutes of previous meeting** (25th June 2024): **£21,810.81**
 - **Receipts: £25.00** (Peppercorn Rent)
 - **BACS Debits: £12,587.06** (£10,489.22 + £2,097.84 VAT) (**Buckinghamshire Council – Village Gates**)
 - **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
 - **Balance of Bank Account: £9,248.75** (as at 17th July 2024)
 - **Available Funds: £90,864.02** (balance of bank account plus balance of savings account (£81,615.271 including interest (£199.86))
 - a. **Orders for Payment: £2,130.64**
 - **Venetia Davies - £512.72** (£486.72 + £15.00 (Use of Home) + £11.00 (stationery)
 - **Society of Local Council Clerks - £91.50** (membership renewal shared with Ashendon PC)
 - **Blades Turf Care Limited - £798.00** (£665.00 + £133.00 VAT). (Village Green cut - £275.00, Village Verge Cutting £390.00)
 - **Blades Turf Care Limited - £360.00** (£300.00 + £60.00 VAT) (Concrete slabs playground)
 - **Neal Waters - £225.00** (5 x playground cuts)
 - **Steve Wright - £10.87** (£9.07 + £1.80 VAT) (Jubilee Clips for SIDs)
 - **Steve Wright - £5.55** (£4.63 + £0.92 VAT) (Jubilee Clips for SIDs)

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- **Trustees of Bernard Hall - £24.00** (June meeting)
 - **Gilly Cottman - £58.00** (Best Kept Village Planting)
 - **BMKALC - £45.00** (Chairing Skills)
 - **Also approved:**
 - **South Bucks Tree Surgeons - £690.00** (£575.00 + £115.00 VAT) (Tree works including walnut, hornbeam and reduction of crown to horse chestnut)
 - **South Bucks Tree Surgeons - £384.00** (£320.00 + £64.00 VAT) (Tree survey)
 - **BALANCE (Current Account): £6,044.11** (Available Funds less Orders for Payment).
 - **BALANCE (Savings Account): £81,615.271**
- b. **Management Report – July 2024.** Circulated.

20. Items for Information

- **Reporting a problem on highway.** Please visit [Fix My Street](#)
- **Best Kept Village Competition.** Cuddington has won the Morris Cup with a score of 190/200. Thanks, and congratulations were paid to all. **ACTION: CLERK** to liaise with BKV co-ordinator for tour of winning villages - Saturday 21st September (time tbc) and provisionally book Bernard Hall in event of wet weather.
- **Insurance Renewal (October 2024).** **ACTION: LS/KMB** to review. **CLERK** to request benchmark quotation for reinstatement value of Clubhouse.
- **CPFA.** The PC agreed to donate towards a new mower. Amount to be agreed.
- **Apologies (August meeting).** LS

21. Date and Time of Next Meeting:

TUESDAY 27TH AUGUST 2024 at 7pm in the Bernard Hall