

DRAFT MINUTES

2024/42

CUDDINGTON PARISH COUNCIL **Draft Minutes of the Parish Council Meeting held in the Bernard Hall** **WEDNESDAY 27th NOVEMBER 2024 at 7pm**

PRESENT: Ken Brown (**KMB**), Louise Butler (**LB**), Andrew Hughes (**AH**), Lorraine Stevens (**LS**), Malcolm Thomas (**MT**), Ravern Stevens (**RS**), Venetia Davies (**Clerk and RFO**).

Parishioners: There were no Parishioners present.

NB: Action points highlighted.

Parishioners Question Time

There were no questions. LS raised the issue of trees in a conservation area. Permission is required for any tree (including small or fruit tree) in a conservation area. **ACTION: CLERK/LS to prepare an article for February issue of Village Voice.**

1. **Apologies.** Eman Parker (**EP**).
2. **Approval of Draft Minutes.** The Draft Minutes of the October meeting were **agreed and signed** as a true record by Lorraine Stevens, Chair.
3. **Matters Arising**
 - **Assets of Community Value:** Expiry dates: Crown PH (15.09.25).
 - **Registration of Parish Council Land with Land Registry.** Cuddington Playing Fields, Bernard Close, Cuddington, Aylesbury, HP18 0AJ, lodged on 20th June 2022, has now been completed (7th November 2024). Title Number BM458885, Edition date 20/06/2022.
 - **Replacement Nameplates - Tibby's Lane, The Green, Holly Tree Lane and Lower Church Street** reported. Order raised but no timeframe available.
 - **Improved Mobile Phone Signal.** Ongoing.
 - **Inspection of gully near bus stop.** Colin Woolford is raising order for camera inspection of the drain. **ACTION: CLERK to follow-up.**
 - **Commonwealth War Grave Sign (CWGC).** To be installed.
 - **Bollard and Verges.** Agreed at a cost of £1,022.54 (bollards) and £1,054.67 (installation). Meeting held with Buckinghamshire Council to agree bollards at Junction of Aylesbury Road and Dadbrook - set back from the kerb edge to restrict vehicles from parking on the green and Junction of Aylesbury Road and Upper Church Street - replacement of damaged bollards. Estimate to be received within 21 days.
 - **Mirror at Crossroads.** Agreed. **ACTION: KMB to order 600 x 800 (20m view) - £900.00.**
 - **Parish Council Website.** The domain name **Cuddington-bucks-pc.gov.uk** is now fully registered and setup. Both www.cuddingtonvillage.com and www.cuddington-bucks-pc.gov.uk will operate side by side. **ACTION: COUNCILLORS to set-up new Councillor emails.**
 - **Councillor Training Course.** **ACTION: CLERK to arrange for LB.**
 - **Welford Way Garden.** Fairhive grounds maintenance contractors will assess the buddleia. The property services team has advised that they are planning to inspect the brickwork soon but any works are unlikely until next year. LS has requested maintenance to railings in Bernard Close.
 - **Best Kept Village (BKV).** A team of volunteers have prepared a new map for next year's BKV entry and a leaflet to include photos of the village at different times of year.

1

The Agenda and Minutes of the Parish Council meetings can also be viewed at
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DRAFT MINUTES

2024/43

The group are also organising regular tidy up's commencing **Saturday 18th January at 10am** (and thereafter on the third Saturday of each month). Residual funds (£400) from the Gardening Club are being equally spilt with the School and BKV project. Councillors agreed to match fund the donated amount (£200) to provide a pot of £400 specifically for the BKV project.

- **Proposed changes to National Planning Policy Framework/Consultation.** Buckinghamshire's housing targets have increased from 2,912 to 4,122 new homes a year. Bucks Local Plan is due for adoption in 2027, with consultation and examination process in 2025 and 2026. **Cuddington Neighbourhood Plan Review** to commence early 2027.
- **Children's Play Area.** **ACTION: MT** to chase South Bucks Tree Surgeons for quote on remedial work to overhanging horse chestnut tree and check pheromone traps.
- **Anti-social behaviour.** **ACTION: LB** to research Neighbourhood Watch Scheme and invite people to join.

4. **Declarations of Interest.** There were no interests declared.

5. **Planning - please view Planning Applications and full comments on the [Buckinghamshire Council website](#)**

- **24/03123/ALB & 24/03122/APP - Great Stone House, Great Stone, Cuddington, HP18 0AZ**
Listed building application for single storey rear extension. Loft conversion to habitable space. Changes to fenestration. Erection of outbuilding. Comment by: 28.11.24 (extended). **ACTION: CLERK** to return NO OBJECTIONS to Buckinghamshire Council.
- **24/03115/ALB and 24/03114/APP - The Cottage, Frog Lane, Cuddington, HP18 0AX**
Listed building application for single storey rear extension and minor alterations. Comment by: 28.11.24 (extended). **ACTION: CLERK** to return NO OBJECTIONS to Buckinghamshire Council but request a Construction Management Plan be enforced before building commences and to alleviate concerns of neighbours.
- **24/A1094/DIS – Nunhayes, Great Stone, Cuddington, Buckinghamshire, HP18 0AZ**
Application for approval of details subject to condition 7 (slab levels) 14 (Construction Traffic Management Plan) of planning approval 24/01094/VRC. The Parish Council understand the concerns of the resident and trusts that the Traffic Management Plan takes in to account the views of the residents.

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

7. **Correspondence.** A request for donation (£50.00) to the Howe Trust Christmas Hamper Campaign for a Cuddington family who qualify for initiative. **Agreed.**

8. **Highways Devolved Services 2025/2026**

There is an opportunity for existing Town and Parish Councils to sign an agreement for 4 years. The option of 1 year also remains. The 4-year agreement will be subject to Buckinghamshire Councils medium term financial plan and monitoring for inflation. Should the delivery of the 4-year agreement become unviable for either party, Bucks Council expect to add a clause allowing for the agreements to end early. Councillors **agreed** to continue with its annual agreement.

DRAFT MINUTES

2024/44

9. Road Safety Projects – please also see Highways and Traffic page of website.

- **Resurfacing and refreshing of road markings, refreshing coloured surfacing and dragons' teeth markings on approaches to village.** Order is in place for lining at south entrance to the village. Colin Woolford is trying to co-ordinate Cheersley re-lining with Cuddington and will advise date asap.
- **Village Gates.** Installation scheduled for Thursday 28th and Friday 29th November 2024.
- **Speed Indicator Devices. Update received from Steve Wright.** Traffic Technology has installed the replacement SID on Dadbrook. The electrician is being booked for works to the SID on Bridgeway. The Aylesbury Road SID is working fine. Positions of new poles for SID's is suggested for Bridgeway, Dadbrook but one no longer required for Aylesbury Road/Swan Hill as bracket has been attached to existing pole. **ACTION: Steve Wright/CLERK to send description to Buckinghamshire Highways Commissioning Team and complete form. ACTION: CLERK to contact Colin Woolford for VAS repairs.**
- **Waddeson Area Freight Zone Consultation.** Further updates when surveys on Ivinghoe Freight Intervention have been conducted.
- **Kings Cross Junction Lining.** Awaiting outcome of HS2 Road Safety Fund (12.06.24).

10. Playground. Written update received by EP. Operational inspection. Caloo will only inspect their own equipment. Other companies being explored (Playground Inspection Company has quoted £78.25 per inspection). Playground risk management policy. Working draft prepared for approval. **ACTION: CLERK to forward draft to KMB.** Playground inspections. Thank you to MT for removing broken glass.

11. Reports from Councillors attending meetings/outside organisations including CPFA.

- **CPFA Meeting.** A quorum was not present so no decisions were made. The CPFA have secured a grant to cover 75% of the new mower they require. The remaining is being raised from a variety of sources. The Parish Council **agreed** to a donation of £3,000. Firework night was overall a great success. The incident regarding the fireworks was discussed - all procedures were followed and the insurance company were notified. The CPFA would like to recruit more committee members - a note has been added to Village Voice.
- **Nature Recovery Workshop.** Attended by KMB. Planners are being asked to identify land for biodiversity and habitat.
- **H&W Community Board Parish Workshop.** Attended by LS and KMB. **ACTION: LS to circulate Minutes when available.**

12. Finance

- **Balance from Minutes of previous meeting 22nd October 2024): £28,381.72**
- **Receipts: £50.00** (map income - £50.00)
- **BACS Debits: £0.00**
- **Less overpayment: £468.00** (in error to Simon Brown)
- **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
- **Balance of Bank Account: £27,963.72** (as at 22nd November 2024)
- **Available Funds: £100,407.60** (balance of bank account plus balance of savings account (£72,443.88 including interest (£189.25))
- a. **Orders for Payment: £6,105.88**
- **Venetia Davies - £501.72** (£486.72 + £15.00 (Use of Home)
- **Blades Turf Care Limited - £0.00** (Village Green grass cutting - £264.00, overpayment)
- **Royal British Legion - £60.00** (Remembrance Wreath)

3

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DRAFT MINUTES

2024/45

- **Oxford IT Solutions - £198.00** (£165.00 + £33.00 VAT) (.govdomain Registration (2 years))
 - **Oxford IT Solutions - £66.00** (£55.00 + £11.00 VAT) (Website Development)
 - **Oxford IT Solutions - £113.20** (£94.33 + £18.87) (Website Hosting)
 - **Trustees of the Bernard Hall Committee - £39.00** (October meeting)
 - **Traffic Technology - £4,930.80 (£4,109.00 + £821.80 VAT)** (Replacement SID)
 - **JRB Enterprises - £197.16** (£164.30 + £32.86 VAT) (Dog Bags)
 - **Also agreed:**
 - **CPFA - £3,000.00** (donation towards the new mower)
 - **Howe Trust Christmas Hamper Campaign - £50.00** (donation)
 - **BALANCE (Current Account): £18,807.84** (Available Funds less Orders for Payment).
 - **BALANCE (Savings Account): £72,443.88**
- b. Management Report – November 2024.

13. Local Government Services Pay Agreement 2024

The new pay agreement for 2024/25 for Clerks (backdated from April 1st, 2024) was agreed.

ACTION: CLERK to inform JE Accountants.

14. Projects for 2025/26, to receive suggestions for projects for 2025/26.

ACTION: COUNCILLORS to bring suggestions to December meeting (with costings where possible). The success of the footpath project (replacement of stiles to gates) was noted.

15. Items for Information

- The garden on the footpath of Middlepath has been much improved with the cutting back of the hedge and a higher fence installed. The Parish Council thanked the residents for making the garden more secure.
- **Bin outside the Shop.** **ACTION: MT/CLERK to report overflowing bin.** Signs to be displayed asking people to take litter home and dispose of dog waste in village dog bins.
- **Salt Bins.** **ACTION: COUNCILLORS/CLERK to check for refill.**
- **December Meeting.** To focus on 2024/25 Projects and Budget in preparation for precept setting (deadline 31st January 2025).
- **Christmas Tree.** Arriving 6th December. **ACTION: LS to request use of electricity supply from Mr Woodford.**

16. Date and Time of Next Meeting:

WEDNESDAY 18th DECEMBER 2024 - 6pm in the Bernard Hall