

DRAFT MINUTES

2025/05

CUDDINGTON PARISH COUNCIL

Draft Minutes of the Parish Council Meeting held in the Bernard Hall WEDNESDAY 26th MARCH 2025 at 7pm

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

Parishioners: There were 3 Parishioners present plus David Rounding, Buckinghamshire Council and Bobby Sibanda, Conservative Council candidate for Haddenham and Stone.

Fly-Tipping. Following the request of surveillance for fly-tipping in Low Lane, David Rounding, Lead Enforcement Officer, Buckinghamshire Council kindly offered to attend the Parish Council meeting and outlined fly-tipping trends and enforcement actions to prevent fly-tipping. David has worked for Buckinghamshire Council for 20 years, is very familiar with Cuddington's location as well as all of Buckinghamshire. There is a team of 6. Since 2022, the department has dealt with the illegal dropping of litter. The team use covert cameras, CCTV, eyewitnesses, evidence found in fly-tips and more to find and prosecute fly-tippers. Buckinghamshire Council strongly believe in zero tolerance and issue penalty fines for fly-tipping (£1,000), dropping litter and waste out of vehicles (civil penalty notice at £500). David stressed that householders should refuse any unexpected offers to have rubbish taken away (legitimate waste carriers will accept cards, bank transfers or cheques. Never pay cash). The duty of care is on the householder (£600 penalty to the householder). Community support is encouraged. Please report fly-tipping on public land via [Fix My Street](#). These reports are sent directly to the clearance teams and enforcement officers. Lorraine thanked David for his excellent presentation.

NB: Action points highlighted.

1. Apologies.

There were no apologies.

2. Approval of Draft Minutes. The Draft Minutes of the February 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).
- **Replacement Nameplates** - *Tibby's Lane, The Green, Holly Tree Lane and Lower Church Street* reported. Order raised but no timeframe available.
- **Mobile Phone Signal.** AH continues to chase for response from Greg Smith, MP.
- **Inspection of blocked gully near bus stop.** Works planned for up to 5 days. Date unknown. **ACTION: COLIN WOOLFORD** to letter drop residents on Upper and Lower Church Street, one week prior to start date. No Parking cones will be put out along the road the night before. **CLERK** to notify via Facebook, Village Website, and School. Mr Gibson due to cut back hedgerow shortly.
- **Bollards and Verges.** The bollards will be installed over the Easter period by Andy Parker.
- **Councillors' emails (pc.gov.uk).** **ACTION: CLERK** to arrange.
- **Bucks Local Plan.** Due for adoption in 2027, with consultation and examination process in 2025 and 2026. **Cuddington Neighbourhood Plan Review** to commence early 2027.

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- **EV charges.** ACTION: MT and RS to meet EZ charging once new funding has been
- **Horses.** Horses are being ridden around the field north of bridleway to Ridgebarn Farm and around the margins of the large field between Cheersley Road, the concrete path leading from Cuddington Green down to Nether Winchendon, and now Dadbrook footpath. Divots are being created posing a trip hazard on several areas of the footpaths and ruining enjoyment of footpaths. ACTION: AH to follow-up.
- **Closure of the official footpath leading from Cuddington to Cheersley at Cuddington Mill.** The footpath has been temporarily closed by the builders in order to ensure they properly implement their own public safety obligations, including compliance with Building Regulations and the Health and Safety at Work. The construction is expected to be completed by end of April.
- **Post Election - Councillor Induction Quick Starts** – 24 May 2025 (free). ACTION: LB to attend. Also runs on 31 May 2025.
- **Woodland Trust Trees.** ACTION: LS/LB to liaise re application for new tree packs to be delivered in November 2025 if HS2 saplings are not received. Applications expected to close August.
- **Replacement Highway Safety School Sign.** ACTION: CLERK to chase Colin

4. **Declarations of Interest.** AH declared an interest in Item 6. 23/A3387/DIS

5. **Town and Parish Council Elections.** Nominations to stand as a Cuddington Parish Councillor close on Wednesday 2 April 2025. [More details here.](#)

6. Planning

- **23/A3387/DIS - Barn South Of Holymans Farm, Frog Lane, Cuddington HP18 0AU.**
The Parish Council presented an informal update, received from the applicant, on amendments to the approved planning application. Amendments have been made in consultation with neighbours. In advance of the meeting, LS requested information on a view of the south side of the building (seen from the footpath) and plot size. Amendments include the introduction of a mono-pitch roof resulting in a reduced ridge height of the roof section adjacent to the footpath and neighbouring property which the applicant says will also *decreased the perceived massing (vs the consented house) of the building when walking along the footpath.* With the addition of a proposed eastern 'block' it was felt the proposal was very large. The applicant intends to submit Section 73 amendments. The Parish Council wasn't familiar with a Section 73 amendment and has sought advice from Buckinghamshire Council. The Parish Council has been assured it will be consulted for comments. LS highlighted the change in public comments on planning applications as below and asked that comments are sent to the Parish Council.
- **Public comments on planning applications.** To protect personal information under GDPR rules, Buckinghamshire Council will no longer be publishing public comments on its public access portal. This means that the Parish Council will no longer be able to see if residents have objected to any planning application. Residents are asked to copy any comments to the Parish Council – cuddingtonpc@gmail.com.

7. Contributions from Buckinghamshire Council Councillors.

- **Public Comments on planning applications.** A formal complaint has been received regarding changes to public comments on the planning portal.
- **Election Hustings** is being organised by Haddenham Village Society and will take place on 23rd April at 7pm.

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8. **Highways Devolved Services Agreement 2025/26.** The Highways Devolution payment for 2025/26 will be £1,078.14. LS/CLERK has reviewed and sign. **ACTION: CLERK to return.** On receipt, BC authorised signatory's countersignature will be arranged and a copy return.

9. Correspondence

- **Best Kept Village entry 2025.** A booklet has been produced for the Best Kept Village entry. Thanks were paid to both Kezia Luckett and Natasha Lee. It was agreed to produce further copies for the AVM. A grant of £850 has been received from ASDA Foundation for improvements to Welford Way. It was also agreed to spend a proportion of this money on hanging baskets for the Clubhouse. Thanks were paid to Malcolm and his team for repairing the wall at Welford Way. **ACTION: CLERK To complete BKV entry.**
- **Email received concerning road safety at A418 junction.** The Clerk has shared the safety assessment report of the Kings Cross Junction received in December 2023 and intentions to improve signage and surfacing to enhance the presence of this junction to drivers (awaiting outcome of joint application with Haddenham and Chearsley PC's to HS2 Fund). The Parish Council intends to lobby for this review at the Bucks Local Plan consultation stage.
- **Email regarding damage to trees in Spicketts Lane.** Repairs will be made once works are completed.
- **Request from Crown PH for A Board on Village Green.** Councillors agreed they would like to see a proposal prior to making a decision.
- **Convex Mirror on Aylesbury Road opposite Dadbrook junction.** Buckinghamshire Council has granted formal permission (19.03.25). The PC's insurance company has recommended that a risk assessment is completed and retained and that the mirror should be checked at regular intervals to ensure it remains correctly aligned, clean and free from damage. **ACTION: MT to undertake.**

10. 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 in place for lining at south entrance to the village. Colin Woolford co-ordinating Chearsley re-lining with Cuddington and will advise date.
- **Speed Indicator Devices.** Three locations suitable for erection of new poles. **ACTION: STEVE WRIGHT/CLERK awaiting response from John Pateman, BC.**
- **Waddeson Area Freight Zone Consultation.** Further updates when surveys on Ivinghoe Freight Intervention have been conducted.

11. Footpath Project – Replacement of Stiles/Gates.

The date for the installation of a kissing gate and standard gate across the allotment land has been agreed. The Parish Council has **agreed** a donation of £850 for both gates to rRIPPLE. The landowner does not want the remaining stiles on this footpath changed. AH is exploring ways to make the bridle path more accessible and has emailed Rights of Way about it.

12. Children's Playground.

EM has received quotations from Caloo for all failed surfacing (roundabout and swings) replacing with a 'wetpour' option (in region of £18.5k including VAT) and mulch option (in region of £9.5k). It was agreed to look at seeding options whilst external

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funding is sought for a new roundabout and surfacing, along with possible adult outdoor fitness equipment. **ACTION: EM to cost seeding works. CLERK to forward list of funders to EM.** The Playground Inspection Company has confirmed that the current estimated percentage chain wear is 15-20%. It is noted that this should be replaced when 40% worn. The Playground inspection report included minor repairs to car, rocking horse and swing clearance of the basket swing. **ACTION: EM to investigate.**

13. Bus Shelters. Works completed. Thank you to Malcolm.

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

- **CPFA.** Next meeting is on 27th March 2025.
- **Town and Parish Council Planning Forum** (3rd March). Attended by LS and KT. **ACTION: KT/CLERK to provide update on planning for AVM.**
- **H& W Main Community Board Meeting** (11th March). Attended by AH. The meeting celebrated achievements over the last five years. New funds available in new financial year.

15. Finance

- **Balance from Minutes of previous meeting** 26th March 2025): **£14,954.05**
- **Receipts: £850.00** (Asda Foundation Local Grant towards improving communal garden spaces)
- **BACS Debits: £0.00**
- **Less overpayment: £0.00**
- **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
- **Balance of Bank Account: £15,804.05** (as at 11th March 2025)
- **Available Funds: £88,938.69** (balance of bank account plus balance of savings account (£73,134.64 including interest (£152.28))
- a. **Orders for Payment: £3,844.92**
 - **Venetia Davies - £501.72** (£486.72 + £15.00 (Use of Home))
 - **Venetia Davies - £1,427.18** (£1,422.62 (back pay) and £4.56 (use of home back pay), in line with Local Government Services Pay Agreement 2024)
 - **HMRC - £76.60** (Clerk PAYE)
 - **Blades Turf Care Limited - £366.00** (Village Green grass cutting - £132.00 (£110.00 + £22.00 VAT), Bernad Close/Swan Hill verges - £240.00 (£200.00 + £40.00 VAT), Wildflower seeds - £180.00 (£150.00 + £30.00), Tree stakes £18.00 (£15.00 + £3.00 VAT), less overpayment £204.00)
 - **Chiltern Shredding Limited - £30.00** (£25.00 + £5.00 VAT)
 - **Malcolm Thomas - £62.77** (village maintenance items – paint and timber)
 - **Trustees of Bernard Hall Committee - £84.00** (February and March meetings)
 - **South Bucks Tree Surgeons - £432.00** (£360.00 + £72.00 VAT) (Re-pollard common horse chestnut to previous pollard points & remove branches over greenhouse – Cuddington Playing Field)
 - **Buckinghamshire Best Kept Village Competition - £25.00**
 - **RJB Enterprise Limited - £197.16** (£164.30 + £32.86 VAT)
 - (Dog Bags)
 - **Ken Birkby - £14.80** (tarmac sand for Welford Way wall).
 - **Bucks and Milton Keynes Association of Local Councils - £95.00** (AI for Local Councils)
 - **Print World - £140.00** (AVM Leaflets £15.00 and Best Kept Village brochures £125).
 - **Elan City - £375.89** (£313.24 + £62.65 VAT) (Batteries for SIDS)
 - **Oxford IT Solutions - £16.80** (£14.00 - £2.80 VAT) (Domain Renewal – Cuddingtonvillage.com)

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BALANCE (Current Account): £11,882.53

BALANCE (Savings Account): £73,134.64

b. **Management Report.** March 2025 report circulated.

16. Items for Information and Diary Dates:

- **Best Kept Village Clean Up** – Saturday 26 April at 10am (and thereafter on the third Saturday of each month).
- **Annual Village Meeting (AVM)** – Wednesday 23 April 2025 at 7pm. **ACTION: CLERK to issue agenda. ALL to door drop leaflet.** It was agreed to circulate the Financial Report at the AGM as required, and not the AVM.
- **Town and Parish Council Elections** - Thursday 1 May 2025 (only if there are more candidates than seats).
- **Post Election – Councillor Induction Quick Starts** – 24 May 2025 and 31 May 2025
- **Conference 2025 Place Shaping** – 16 June 2025, Oculus, Aylesbury.
- **Cuddington Fete** - Saturday 12 July 2025.
- **Neighbourhood Police - increase in rural crime.** Please report any suspicious behaviour, however small: www.thamesvalley.police.uk or telephone 101.
- **Village Signposts.** **ACTION: CLERK to agenda for future meeting.**
- **WhatsApp Community** – keeping our village safe and connected. Please join here: <https://chat.whatsapp.com/KtOOangtkALmmABeAJ0rA>
- **Road Traffic Incident.** The Parish Council was extremely concerned to hear about the recent road traffic incident in Churchway resulting in a villager being taken to hospital. The incident has been reported to Danny Fahy. **ACTION: CLERK to also report to Buckinghamshire Council and Haddenham Parish Council.**
- **Aylesbury Road.** The Parish Council agreed to the cutting back of weeds on the Aylesbury Road at a cost of £500.00. **ACTION: LS to instruct.**

17. Date and Time of Next Meeting:

ANNUAL VILLAGE MEETING: Wednesday 23rd April 2025 – 7pm in the Bernard Hall

AGM – WEDNESDAY 14th MAY 2025 – 7pm in the Bernard Hall