

CUDDINGTON PARISH COUNCIL
Minutes of AGM of the Parish Council Meeting held in the Bernard Hall
WEDNESDAY 7th MAY 2025 at 7pm

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

Parishioners: There were no Parishioners present.

NB: Action points highlighted.

1. **Election of Chair.** Lorraine Stevens was elected Chair of the Parish Council for 2025/26. Proposed AH, Seconded LB.
2. **Apologies**
Ravern Stevens (RS).
3. **Election of Vice Chair.** Ken Brown was elected Vice Chair of the Parish Council for 2025/26. Proposed MT, Seconded AH.
4. **Declaration of Acceptance of Office by Chair and Councillors.** Councillors completed Acceptance of Office and Register of Interests. **ACTION: CLERK to return Register of Interests to Buckinghamshire Council.**
5. **Declaration of Interest, in accordance with Sections 30(3) and 235(2) of the Localism Act 2011, Councillors to declare any personal, prejudicial or pecuniary interests pertaining to the agenda.** AH declared an interest in planning application 25/01005/VRC. LS declared an interest in planning application 25/00679/APP.

Parishioners Question Time. Residents raised concerns on planning application 25/01005/VRC. See Item 14.

6. **Approval of Draft Minutes.** The Draft Minutes of the March and April (Extraordinary governance meeting) were **agreed and signed** as a true record by LS, Chair.
7. **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. 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.
 - **Councillors' emails (pc.gov.uk).** **ACTION: CLERK to arrange.**
 - **Bucks Local Plan and Cuddington Neighbourhood Plan (CNP).** Key consultation September 2025. Due for adoption in 2027, with consultation and examination process in 2025 and 2026. Preliminary work on review of CNP could start once the Draft Local Plan has been submitted for Examination in December 2026.

2025/008

- **EV Charging.** ACTION: MT and RS to meet once new funding has been allocated.
- **Horses.** Divots posing a trip hazard on footpaths. ACTION: AH/CLERK to follow-up.
- **Closure of the official footpath leading from Cuddington to Chearsley at Cuddington Mill.** The footpath has been temporarily closed due to buildings work. Construction is now expected to be completed by end of June.
- **Post Election - Councillor Induction Quick Starts** – 24 May 2025 (free). ACTION: LB to attend.
- **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
- **Annual Governance and Accountability Return – Parish Council Audit 2024/25.** ACTION: CLERK to return to PKF Littlejohn.
- **Assets of Community Value.** Allotments submitted 25th April 2025. Outcome expected 8 weeks from the date of receipt of nomination.
- **Vehicle Activated Signs.** The Network Safety Team Leader, Buckinghamshire Highways is in favour of Cuddington retaining the Vehicle Activated Signs. These are currently not working. ACTION: CLERK to contact Colin Woolford for inspection.

8. Representatives of Committees/Working Parties

- Responsible Finance Officer: Venetia Davies
- Neighbourhood Plan and Planning: Ken Trew, Consultant
- Traffic Action Group (TAG 2): Ravern Stevens
- Footpath Representative: Andrew Hughes, Ken Brown and Malcolm Thomas
- Communications: Lousie Butler and Venetia Davies
- Trees on Parish Land: Malcolm Thomas (to also include tree watering, when required).
- Defibrillators: Ravern Stevens and Lorraine Stevens
- Haddenham and Waddesdon Community Board: Ken Brown and Andrew Hughes.
- Cuddington Playing Fields Association: Malcolm Thomas and Eman Parker
- Nicholas Almond Trust: Lorraine Stevens
- Bernard Hall: Lorraine Stevens and Ken Brown
- PC Governance and Parish Council Insurance: Ken Brown
- Biodiversity: Doug Kennedy and Ken Brown
- Assets of Community Value: Lorraine Stevens and Venetia Davies. Allotments (application submitted April 2025 – current listing expires 27/09/2028), Cuddington Village Stores and Post Office (expires 30/09/2029), The Crown PH (expires 15/09/2025).

9. **PC Finance.** End of Year accounts for the financial year ending 2024-2025 were agreed. A financial report for 2025/26 was also circulated and agreed.

10. **PC Governance.** KMB has reviewed an agreed the Standing Orders (updated with The Public Procurement Act 2023 and Find-Tender), Code of Conduct, Financial Regulations (financial controls and procurement section updated), Risk Assessments, Complaints Procedure, Planning Procedures, Equality Policy, Privacy Policies, Health and Safety and Wellbeing Policy and Biodiversity Policy. ACTION: CLERK to upload reviewed PC Governance. A logo for the Parish Council was discussed. ACTION: LB to circulate ideas.

2025/009

11. PC Dates 2025. Meeting dates were confirmed as: Wednesday - 25th June, 23rd July, 27th August, 24th September, 22nd October, 26th November, 17th December (at 6pm).

12. Infrastructure Projects. As defined in Cuddington Neighbourhood Plan 2021-2033. [Agreed and updated here.](#) **ACTION: LS to add deteriorated bridlepath.**

13. Contributions from Buckinghamshire Council Councillors. There were none. Councillors agreed to write to the elected Councillors, Greg Smith and Maru Mormina to congratulate them on election results and outline issues in Cuddington. **ACTION: CLERK to write.**

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

- **25/01005/VRC - Barn South Of Holymans Farm, Frog Lane, Cuddington, HP18 0AU**
Variation of condition 23 (plans) relating to application 23/03387/APP (Demolition of existing barns and erection of dwelling with garden, parking area, and associated works. (Alternative development to permitted dwelling 23/00944/COUAR). Comments by: 8th May 2025 (extended PC deadline).
Parishioner Comments. Comments were received which expressed concerns over scale of proposed building (with the addition of an east wing), extreme 'glassification' (affecting dark skies and wildlife), appropriateness in relation to the adjacent listed building and the rural scenery (size and glass), impact on the listed buildings (northern wall of proposed building higher than approved), windows and glazed door on north elevation (giving domestic rather than agricultural appearance), addition of roof windows (impact on light), loss of roof hip (that reduced dominance of the new building in previous application) and the absence of a cross section making it difficult to compare the proposed with the existing permission.
Parish Council Comments. The application is a S73 application for the removal of a variation of condition for the approved 3 bed dwelling. Buckinghamshire Council had confirmed to the Parish Council that the planning application is appropriate for a S73. The existing approved proposal remains alongside this application and this was reiterated by the applicant. The new scheme is now for a 4-bedroom dwelling with an additional wing. There are currently no supporting reports for ecology, trees or heritage. Councillors commented on the loss of the roof hip that gave the previous application more of an agricultural appearance, the additional glazing and its effects on light pollution and privacy, the enclosed mature tree (T1) and its chances of survival, the protected views in the Cuddington Neighbourhood Plan which would be obscured, the size of the plot with an additional wing and over dominant scale. The applicant was thanked and commended for engaging with the Parish Council and neighbours. **ACTION: CLERK to return OPPOSES to Buckinghamshire Council.**
- **25/00679/APP – Eriskay, Frog Lane, Cuddington, Buckinghamshire, HP18 0AU**
Construction of 1 x 4-bed self-build dwelling with carport and associated works following demolition of existing dwelling. Case Officer: Kirstie Elliot. Comments by: 15th May 2025. **ACTION: CLERK to return SUPPORTS to Buckinghamshire Council.**

15. Correspondence

- Letter from Owner of Seven Stars concerning clearing of verge along highway onwards from Crown PH (towards Aylesbury). Simon Brown will speak to the owner. An order has been processed for the refreshing of white lines along this verge.
- **Email from Owner of The Old Rectory** confirming any damage to the verge in Spickets Lane will be made good after building works are complete.
- **Cuddington Parochial Church Council.** Recognising the amount of work required for the upkeep of the Churchyard, Councillors agreed to an increased donation of £800.00.

3

The Agenda and Minutes of the Parish Council meetings can also be viewed at www.cuddingtonvillage.com

Please keep informed through Village Voice, www.cuddingtonvillage.com,
www.facebook.com/Cuddingtonvillage

2025/010

- **Email from HRT – Croatian Radiotelevision** requesting to film in Cuddington (and other villages filmed for Midsummer Murders) for documentary on British TV Series. **Agreed** and awaiting confirmation of date (24th or 26th May).
- **Request for planting of trees on grass verges in Bernard Close.** This road is managed and maintained by Buckinghamshire Council and requires permission for trees to be planted on Council land (location suitability/interference with utilities). Colin Woolford has confirmed that multiple residents applying to enlarge their vehicular crossings does not warrant a discount. **ACTION: RS to research roadside tree planting with residents.**
- **Request for Memorial bench near clubhouse or on playing fields.** It was agreed to decline the request.
- **Email regarding vermin in the allotments.** **ACTION: CLERK to direct resident to Sandra Hill, Secretary of the Allotment Society.**
- **Damage to verge (Sainsbury).** Repaired by resident. **ACTION: EM to follow-up for gesture of goodwill.**

16. Road Safety Projects – please also see Highways and Traffic page of website.
Buckinghamshire.gov.uk/fix-my-street (to report problems on highway)

- **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 had advised this was completed in October. **ACTION: CLERK to follow-up with Colin Woolford.**
- **King's Cross Junction.** Email from Sue Gilbert, Clerk, Haddenham PC confirming the joint application to HS2 funding for interim safety improvements (as proposed by consultant PJA) was unsuccessful. It is proposed to review the junction capacity/design during the Bucks Local Plan consultation stage.
- **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.

17. Footpath Project – Replacement of Stiles/Gates

A Parishioner has enquired if works can be carried out to rectify a boggy patch to the footpath that extends from Great Stone. A spring extends across the entire top field but it is very passable with the right footwear. Permission has been given, in principle, to replace stiles that go beyond the allotment. The Parish Council suggested a kissing gate at the Aylesbury Road entrance to the playing fields. **ACTION: AH to progress.**

18. Children's Playground

The grass seeding around the roundabout has taken well. EM is researching funding opportunities for new roundabout and surfacing along with possible adult outdoor fitness equipment and is also reviewing a requirement for quarterly inspections (£78.25) in addition to the annual playground inspection (£90.25).

19. Reports from Councillors attending meetings and outside organisations including CPFA
There were none.

20. Finance

- **Balance from Minutes of previous meeting** (23rd April 2025): **£29,391.99**
 - **Receipts: £6,732.23** (VAT Return 2024/25)
 - **BACS Debits: £0.00**
 - **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
 - **Balance of Bank Account (Current): £36,124.22** (as at 1st May 2025)
 - **Available Funds: £109,665.46** (balance of bank account plus balance of savings account (£73,541.24 including interest (£161.03))
 - a. **Orders for Payment: £733.55**
 - **Venetia Davies – £292.57** (additional hours – Election, Extraordinary Meeting, Assets of Community Value, Annual Village Meeting)
 - **Lorraine Stevens - £53.00** (Annual Village Meeting refreshments from Cuddington Shop)
 - **Andy Devey - £25.98** (£21.65 + £4.33 VAT) Bird Boxes for Welford Way, from Asda Foundation grant)
 - **Tim Stevens - £47.00** (39.17 + £7.83 VAT) Water Butt for Welford Way, from Asda Foundation grant)
 - **Neal Waters - £315.00** (Playground grass cutting - 7 cuts @ £45.00)
- Also agreed**
Cuddington Parochial Church Council - £800.00 (Upkeep of churchyard)
Malcom Thomas - £57.00 (£47.50 + £9.50 VAT) (Concrete Maxi Bag)
BALANCE (Current Account): £34,533.67 (Available Funds less Orders for Payment).
BALANCE (Savings Account): 73,541.24

21. Items for Information

- Best Kept Village Clean Up – Saturday 17th May 2025 at 10am (and thereafter on the third Saturday of each month). Judging - 1st June to 14th July 2025.
- **Place Shaping Conference** – 16th June 2025, Oculus, Aylesbury. **ACTION: LS to attend.**
- **Cuddington Fete** - Saturday 12th July 2025.
- **25/01263/VRC Land South Of Aylesbury Road, Cuddington**
Variation of condition 2 (plans) 3 (slab levels) 19 (landscape and ecological management plan) 22 (tree protection plan) relating to application 24/00546/APP (Demolition of farm buildings and erection of two dwellinghouses with parking, amenity space, landscaping, and associated works). Comments by: 3 June 2025. **ACTION: CLERK to circulate.**

22. Date and Time of Next Meeting:

WEDNESDAY 25TH JUNE 2025 at 7pm in the Bernard Hall