



DRAFT MINUTES
of the Parish Council Meeting held in the Bernard Hall on
WEDNESDAY 24th SEPTEMBER 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)**.
Buckinghamshire Councillor Greg Smith **(GS)** was also present.

Parishioners: There was one Parishioners present.

Lorraine Stevens informed the meeting of the sad passing of Dr Steven Turner. Stephen Turner was a Parish Councillor for over 9 years. He chaired the Website Working Group from 2010 to 2018 and was a committed member of the PC and the village of Cuddington. Stephen had suffered from ill health for several years. On behalf of the PC, Lorraine Stevens expressed the PC's condolences to his wife Mary and friends and family. Steven will be sadly missed by all.

NB: Action points highlighted. Item 7 was brought discussed first.

Parishioners Question Time

1. **Apologies.** Ravern Stevens **(RS)**.
2. **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.** There were none.
3. **Approval of Draft Minutes.** The Draft Minutes of the August meeting were **agreed and signed** as a true record by LS, Chair.
4. **Matters Arising**
 - **Assets of Community Value:** Expiry dates: Crown PH (15.09.25). **ACTION: CLERK to action.**
 - **Mobile Phone Signal.** AH has met with Greg Smith MP, who has outlined the efforts he is taking to improve mobile phone signal in Cuddington. Greg is confident that the Shared Rural Network will deliver increased coverage. This would require a mast.
 - **Councillors' emails (pc.gov.uk).** **ACTION: RS, MT and LB to arrange with ARG Compulink.**
 - **Closure of the official footpath leading from Cuddington to Cheersley at Cuddington Mill.** Completion extended to end August.
 - **Damage to verge (Sainsbury).** **ACTION: EM to follow-up for gesture of goodwill.**

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- **Defibrillators.** Replacement pads ordered for the two defibrillators (serial numbers: G1N36V0167 Bernard Hall and G1T34F448 CPFA) from Wel Medical. These are included in the worry-free pack (expires 11th April 2026). The worry-free pack cannot be extended. Thereafter, costs will be pads £62.65 + VAT, batteries £233.04 + VAT, starter kit £8.00 + VAT.
- **Wild cherry trees** on the path towards Nether Winchendon. Response received from landowner agreeing poor condition of cherry trees and suggesting some should now be removed. **ACTION: CLERK to write and suggest tree surgeon survey, at Parish Council expense, to assess.** LS also offered concentrated efforts of BKV Tidy Group to remove ivy.
- **Parish forum/community conversations.** A Dementia Awareness Talk will take place on Saturday 22nd November in the Bernard Hall. **ACTION: LB and LS to arrange set-up.**
- **Village Green Aeration.** Cost of £220 + VAT **agreed.**
- **Boules Pitch.** Nine Replacement sleepers are now required at revised cost of £220.00 **Agreed.**

5. Contributions from Buckinghamshire Council Councillors – Greg Smith, Haddenham and Stone ward. There is a 4-year rolling programme for major works on roads (major resurfacing rather than 'plane and patch'). Greg Smith and Maru Mormina have some influence. The meeting agreed that Dadbrook is a top priority, as well as Cannon's Hill. The drainage issues of Dadbrook and survey conducted were discussed. **ACTION: GS to put forward Dadbrook Road as a priority.** Some of the Ward attendees at the recent Community Board meeting were disappointed in priorities the community board are taking. They would have liked the Community Board to engage on a freight project that cut across all communities, and a youth forum for this Ward. With regard to the draft Bucks Local Plan, Greg Smith thought that the need for housing for local people should be addressed in the housing needs study; villages should consider the benefits of Community Land Trusts in delivering this type of housing as part of the social housing requirement. There was a good example in Thame. **ACTION: EP to look into this and report back.**

6. Village Maintenance – Local Area Technician

Priorities are as follows:

- **Blocked gullies.** Alison Poland to arrange follow-up works following high-pressure jetting undertaken.
- **Vehicle Activated Signs (VAS).** VAS location (Dadbrook - ref 7988961) plotted and reported on Fix My Street. Alison Poland has advised that Buckinghamshire Council do not currently maintain VAS signs, and if they did go out and inspect, this would be chargeable. A resident, affected by the wind turbine becoming increasing loud due to Autumn winds, has asked that the obsolete item be removed outside Franklin Cottage. Agreed. **ACTION: CLERK to request the obsolete VAS signs are now removed.**
- **Dragons' teeth markings on approaches to village.** Below intervention level with Highways Inspection Policy.
- **Replacement Nameplates.** Holly Tree Lane, Lower Church Street and The Green are defective and will be replaced.
- **Dadbrook road sign.** Reported on Fix My Street.
- **Unsafe 30mph sign in Lower Church Street.** Reported on Fix My Street.
- **Planting of trees on grass verges in Bernard Close.** Road managed and maintained by Buckinghamshire Council and requires permission for trees to be planted on Council land. Alison Poland will provide utilities mapping.
- **Hedges causing hindrance/obstruction to highway or footway.** Bridgeway. Landowner aware.

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

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- **Access protection markings painted in front of Bernard Hall.** Clerk has sent application details and cost (£184.80) to Rob Morris Jones, Chair, Bernard Hall Committee.
- **White Lining.** **ACTION: CLERK** to request refreshing of white lines where appropriate on Fix My Street.

7. Planning

- **Barn Cottage – right of access.** The Parish Council agreed to formalise vehicle access by Deed of Easement. The owner of Barn Cottage (present) agreed to cover the Parish Council costs (£1,200 plus VAT). **ACTION: CLERK** to instruct solicitor, Jon Mowbray, Knights, PLC.
- **Draft Local Plan consultation.** [Buckinghamshire Council's draft Local Plan consultation is now live.](#) As a consultee, the Parish Council is invited to comment. This autumn consultation is about growth strategy and policies and has been prepared in two parts: Part A: The Local Plan vision and objectives, the spatial strategies for housing and employment, including ways to meet travelling communities' accommodation needs. Part B: Development Management Policies. The Housing and Economic Land Assessment (HELAA) will be published at the end of 2025. This will have all potential sites put forward and Buckinghamshire Council's methodology and site assessment report. It will include the enlarged Dadbrook Farm proposals. Any additional sites proposed for Cuddington will not be known until then. Buckinghamshire has a housing target of approximately 95,000 new houses by 2045 (4,300 per annum), set out by central government. The draft plan looks at various 'approaches' to fulfilling this housing target. It concludes that all approaches will be needed to meet the target: "Summary of Approaches to Potential Housing Supply. *It is likely all of these approaches are required to meet the housing needs for Buckinghamshire. The proposed housing numbers are indicative, providing a snapshot of where we have got to developing the plan so far. This will change once the technical studies have been completed. The indicative numbers are provided to show the direction of travel.*

Potential housing supply

Approach 1: Brownfield sites within existing towns and villages 1,500-2,500

Approach 2: Growth on the edges of existing main towns 23,000-28,000

Approach 3: New towns 11,000-13,000

Approach 4: Development at transport hubs 16,000-19,000

Approach 5: Expansion near key employment areas 5,000-6,000

Approach 6: Limited expansion of villages 13,000-15,000

Approach 7: Expanding urban areas on the edge of Buckinghamshire 6,000-7,000

Total 75,000-91,000

Windfall 7,400

Total housing supply + commitments 82,000-99,000

Housing requirement 91,000 with 5% buffer 95,550

N.b. the numbers in the above table do not sum due to rounding".

Approach 6: Limited expansion of villages 13,000-15,000 would affect Cuddington.

Annex A of the Housing Needs Study suggests that Cuddington should provide 34 affordable homes. This equates to overall delivery of 85 homes if affordable housing is provided at 40%.

Affordable housing. The housing needs study suggests that around 35,000 affordable homes are needed. This corresponds to a ratio of approximately 3 affordable homes per 1,000 residents annually. The draft policy for affordable housing is looking for 40% affordable on sites over 10 units. In the last two years Bucks has delivered 500 affordable homes pa . The new rate would be 1346 pa.

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The Draft Local Plan requires a huge interest in housing numbers to meet Government policy. It will be difficult to resist this. Whilst it will still be important to resist inappropriate development, emphasis should be put on the potential opportunities that new housing can provide in meeting infrastructure needs. **ACTION: LS/CLERK** to revisit the NP infrastructure objectives of the village and submit to Bucks Planning Policy team ASAP so that this can be considered in the HELAA report. **KT** to provide draft response and circulate to Councillors by 15th October 2025 for comment to Buckinghamshire Council by Wednesday 29 October 2025 by 23:59pm. The Bucks Local Plan is due for adoption in 2027.

8. Correspondence, outside Agenda items including email from:

- **Lighting from Village Property.** Lights on the long drive from The Old Rectory have been installed. The Parish Council has enquired if planning permission is required to construct a driveway over padlock land to connect two parcels of land, owned by the same. **ACTION: CLERK to monitor.**
- **Tree branches touching power lines at two properties.** MT has contacted UK Power Network for surveyors to review.

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

Buckinghamshire.gov.uk/fix-my-street (to report problems on highway)

- **King's Cross Junction.** It is proposed to review the junction capacity/design during the Bucks Local Plan consultation stage.
- **Speed Indicator Devices.** Payment made (£1,152.09) for new posts on Bridgeway and Dadbrook. Design package submitted to Balfour Beatty Living Places (15th September) and awaiting quotation (by 7th October). If acceptable, BC will instruct BBLP to proceed. BBLP is expected to provide an indicative works programme within two weeks, outlining material lead-in times and anticipated installation dates. **ACTION: CLERK to monitor.**
- **Waddeson Area Freight Zone Consultation** Ivinghoe consultation now closed. has now closed. **ACTION: CLERK to monitor outcome.**

10. Footpath Project/Bridleway Improvements. AH has met with The Rights of Way officer, Alastair McVail concerning bridleway improvement (off Spicketts Lane/Frog Lane). The path remains waterlogged, hazardous, and impassable for significant periods throughout the year. Bucks Council felt that the flooding and subsequent deterioration of the surface of the path stemmed from the pond (owned by the adjacent landowner) and it would not therefore be appropriate to carry out any excavation in the surface of the path. AH has questioned the assessment with Bucks Council, who is responsible for ensuring the highway is safe for public use. BC has now agreed to monitor.

11. Children's Playground. Operation Inspections (£82.50 excl. VAT) will take place in November 2025, May 2026 and August 2026. The Annual Inspection (£94.95 excl. VAT) will be in February 2026. Grass around the roundabout has failed. **ACTION: EP will reseed but also proposed to relook at this area as a whole once the operational inspection is carried out in November.** Thanks were paid to Bill Shannon who has made remedial work to the grass.

12. Reports from Councillors attending meetings and outside organisations including CPFA. A Firework night is being held on Saturday 8th November, by an outside contractor who is hiring the facilities. CPFA to ensure all insurances and risk assessments are in place. The CPFA is currently

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entirely supported by the Bar. The CPFA has considered if the Parish Council should contribute to the upkeep of the CPFA for Parishioners who use the facilities outside of the Bar. The meeting agreed the Parish Council does and would support the CPFA as far as possible. The CPFA has been awarded a grant on a sliding scale from the Football Foundation to enhance the pitch to 'Good' standard. £3,200 Year 1 and 2, Year 3 and 4 at 67% Year 5 and 6 at 33%.

13. Notice of Conclusion of Audit for Year Ended 31st March 2025. Completed and accounts published.

14. Finance

- **Balance from Minutes of previous meeting** (27th August 2025): **£24,728.51**
- **Receipts: £0.00**
- **BACS Debits: £0.00** (Information Commissioner's Office)
- **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
- **Balance of Bank Account (Current): £24,728.51** (as at 19th September 2025)
- **Available Funds: £98,775.17** (balance of bank account plus balance of savings account (£74,046.66 including interest (£130.96))
- a. **Orders for Payment: £5,799.88**
 - **Venetia Davies - £828.63** (Clerk Salary (£773.50) plus Backpay (£121.35) less PAYE Tax (£81.60) £813.25) + (Use of Home allowance £15.38).
 - **Venetia Davies - £83.95** (Stationery - Toners, paper)
 - **Simon Brown - £666.00** (Village Green cuts £165.00, Verge Cutting £390.00, VAT £111.00)
 - **Trustees of Bernard Hall Committee - £24.00** (August Hall hire).
 - **JRB Enterprises Limited - £197.16** (£164.30+ £32.86 VAT) (Dog Bags).
 - **PKF Littlejohn LLP - £378.00 (£315.00 + £63.00 VAT)** (Annual Governance and Accountability Return for year ended 31st March 2025).
 - **AJG Community Schemes - £3,622.14** (Parish Council insurance).
- **BALANCE (Current Account): £18,928.63** (Available Funds less Orders for Payment).
- **BALANCE (Savings Account): £74,046.66. Total Funds: £ 92,975.29**
- b) **Management Report.** Circulated.

15. Items for Information

- **Town and Parish Council Planning Forum** - Thursday 25th September 1.30-3.00pm on Teams. **ACTION: KT to attend.**
- **Buckinghamshire Highways' and Transport Stakeholder Conference** - Monday 29th September 2025 at 1pm - The Gateway, Aylesbury. **ACTION: KMB to attend.**
- **West Bucks Community Board - Parish Workshop** - Thursday 27th November at 6.30 pm at Stone Jubilee Pavilion. **ACTION: EP to attend.**
- **PL/25/3969: Old Inn, 6 Bridgeway, Cuddington, Buckinghamshire, HP18 0AW**
Notification of proposed works to trees in a conservation area. Proposal: T1 Maple - Reduce by approximately 2-3 metres back to previous reduction points., T2 Silver birch - fell to allow more light into garden. No comment.
- **Christmas Tree. ACTION: Ben Clayton to source (at a cost of £250.00 + VAT).**

16. Date and Time of Next Meeting:

WEDNESDAY 22nd OCTOBER 2025 at 7pm in the Bernard Hall