



NOTICE IS HEREBY GIVEN THAT THE **ANNUAL GENERAL MEETING** OF THE
PARISH COUNCIL WILL BE HELD ON:

WEDNESDAY 27th MAY 2026
at 7.00pm in the Bernard Hall

Councillors are summoned to attend.

A G E N D A

1. **Election of Chair**, to elect Chair for 2026/27
 2. **Apologies**, to receive apologies for absence.
 3. **Election of Vice Chair**, to elect Vice Chair for 2026/27.
 4. **Declaration of Acceptance of Office by Chair**, to complete relevant paperwork.
 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.
 6. **Parishioners Question Time**
 7. **Approval of Draft Minutes** – Wednesday 25th March 2026.
 8. **Matters Arising**, from previous Minutes.
 9. **Representations of Committees/Working Parties**, to agree Councillor representations.
 10. **PC Governance**, to agree review of Standing Orders, Code of Conduct, Financial Regulations, Risk Assessment, Complaints Procedure, Planning Procedures, Equalities Policy, Privacy Policy, Health, Safety and Wellbeing Policy and Biodiversity Policy, Freedom of Information and IT Policy. To note recent updates to Cuddington Village Website (new access level and improvements to the online facility for smartphone users).
 11. **PC Dates 2026**. To confirm dates for 2026 (remainder) and 2027.
 12. **Infrastructure Projects 2021-2033**. To agree any update.
 13. **Contributions from Buckinghamshire Council Councillors**, to receive contributions.
 14. **Correspondence**, outside Agenda items including emails regarding reported unstable Dadbrook bus sign on Fix My Street, the Cuddington Shop Sign and The Big Lunch.
 15. **Planning**
 - **PL/26/02771/FA - Heathfield, Frog Lane, Cuddington, HP18 0AU**
Alterations and extensions to the dwelling. **Comment deadline: 19th May 2026.**
 - **PL/26/03029/VRC - Cowleas, Spicketts Lane, Cuddington, HP18 0AY** Removal or variation of a condition following grant of planning permission. Variation of condition 2 (approved plans) attached to planning permission 25/01948/APP (Demolition of existing residential dwelling and erection of detached dwelling, including provision of on-site parking, a detached garage and associated external works) to allow for amendments to the garage.
Comment deadline: 11th May 2026.
- To ratify No Objections comment.**
- **PL/26/02081/K. Bethany, Upper Church Street, Cuddington, HP18 0AP.** Notification of proposed works to trees in a conservation area. Reduce height by up to 3m to 1 x Norway Spruce (T1) to stop tree swaying in high winds and reduce height by 2.5m and trim all round up to 0.4m to reshape and tidy to 1 x Holly (T2)
- To note the following planning appeals:**
- **PL/25/4059/FA** Highbeech, Lower Church Street, Cuddington, Buckinghamshire, HP18 0AS.
Installation of weatherboarding to external walls.

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Clerk and RFO



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- **Cowleas, Spicketts Lane, Cuddington, HP18 0AY.** Demolition of existing residential dwelling and erection of detached dwelling, including provision of on-site parking, a detached garage, and associated external works.

Planning matters.

- To report on meeting with Haddenham Parish Council and other neighbouring councils, (for preparation of Regulation 19 consultation - commences July 2026).
- To note, BMKALC: Gov.uk Update on Planning Practice Guidance.
- To note Buckinghamshire Council's updates to the Local Plan and its 3 policies - proposed Design Code, revised Parking Standards and to ratify response to the **proposed new Community Infrastructure Levy (CIL)** charging schedule for the North and Central areas of Buckinghamshire (deadline 24th May).

16. Village Maintenance/ Area Technician, to provide any update on maintenance and note that Casey-Jane Sutton is now Cuddington's Area Inspector.

17. Tree/Hedge Works, to provide any update.

18. Road Safety Project (Highways and Traffic), to provide any update on traffic calming projects and note new changes in Highways services.

19. Footpath and Bridleway Improvements and Haddenham-Dinton-Stone Aylesbury Greenway, to provide any update.

20. Children's Playground, to provide any update.

21. Reports from Councillors attending meetings and outside organisations including CPFA.

22. Finance – April 2026

- a. **To receive End of Year Accounts for Financial Year 2025-2026 (Year End) and Financial Report for 2026/27.**
- b. **Balance from Minutes of previous meeting (25th March 2026): £10,732.64**
 - **Receipts: £21,855.18** (£19,500.00 Precept, £2,355.18 VAT Return)
 - **BACS Debits: £425.28 (£293.34 - £233.00 + £22.95 shipping + VAT £48.99) –** Defibrillator battery and £131.34 HMRC).
 - **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
 - **Balance of Bank Account (Current): £32,162.54 (as at 23rd April 2026)**
 - **Available Funds: £122,348.66** (balance of bank account plus balance of savings account 35 day **£39,745.80** including interest (£69.42) and balance of savings account 95 day **£50,440.32** including interest £120.00)
- c. **April Orders for Payment: £1,976.31 (to ratify in absence of April meeting)**
 - **Venetia Davies - £751.28** (Clerk Salary (£773.50) less PAYE Tax (£37.60) £735.90) + (Use of Home allowance £15.38).
 - **JE Accountants - £246.00** (Payroll April 2025 - March 2026, Monthly reports and returns, general advice and correspondence).
 - **Blades Turf Care Limited - £798.00** (Village Green grass cutting - £330.00 (£275.00 + £55.00 VAT), Verge Cutting £468.00 (£390.00 + £78.00 VAT)
 - **Print World - £92.00** (Best Kept Village brochure and Annual Village Meeting circulars).
 - **Print World - £48.00** (Best Kept Village brochures).

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- **Tim Stevens - £7.50** (Best Kept Village - Natural Gravel Cotswold Stone)
- **Lorraine Stevens - £33.53** - (£27.25 + £6.28 (£5.23 + £1.05 VAT). Plants for Welford Way/Best Kept Village)

BALANCE (Current Account): £30,186.23 (Available Funds less Orders for Payment). BALANCE (High Interest Account 95 days): £50,440.32 (High Interest Account 35 days): £39,745.80. Total Funds: £120,372.35

23. Finance – May 2026

- **Balance of April's Order for Payments: £30,186.23**
- **Receipts: £0.00**
- **BACS Debits: £0.00**
- **Less Transfer to Cuddington Parish Council Savings Account: £0.00**
- **Balance of Bank Account (Current): £30,186.23 (as at 18th May 2026)**
- **Available Funds: £120,547.03** (balance of bank account plus balance of savings account 35 day **£39,810.48** including interest (£64.68) and balance of savings account 95 day **£50,550.32** including interest £110.00)

May Orders for Payment: £9,837.93

- **Venetia Davies - £751.28** (Clerk Salary (£773.50) less PAYE Tax (£37.60) £735.90) + (Use of Home allowance £15.38).
- **Venetia Davies - £66.63 (Toners) and £16.25 (Stationery)**
- **Lorraine Stevens – £79.98 (refreshments for AVM)**
- **Lorraine Stevens - £147.32** (village maintenance items for Best Kept Village)
- **Blades Turf Care Limited - £738.00** (Village Green grass cutting - £330.00 (£220.00 + £44.00 VAT), Verge Cutting £468.00 (£390.00 + £78.00 VAT)
- **St Nicholas' Church: £800.00** (to approve request for donation for churchyard maintenance).
- **Cuddington Tennis Club - £3,000.00** (approved grant 2025/26 for resurfacing)
- **The Crown PH - £3,000.00** (to approve request for grant 2026/27 for Crown PH refurbishments).
- **ARG Compulink - £487.20** (£406.00 + £81.20 VAT) (PC Computer plus set-up)
- **ARG Compulink - £58.80** (£49.00 + £9.80 VAT) (computer installation)
- **Bucks and Milton Keynes Association of Local Councils - £120.72** (Subscription fees)
- **The Bernard Hall Committee - £36.00** (April AVM Meeting)
- **South Bucks Tree Surgeons – £216.00** (£180.00 + £36.00) (Fell Cherry)
- **South Bucks Tree Surgeons - £336.00** (£280.00 + £56.00) (Fell Hawthorn)

BALANCE (Current Account): £20,348.30 (Available Funds less Orders for Payment). BALANCE (High Interest Account 95 days): £50,550.32 (High Interest Account 35 days): £39,810.48. Total Funds: £110,709.10

a. Audit/Annual Governance and Accountability Return 2025/26 Form 3

To note the completed Annual Internal Audit report by the authority's internal auditor, **review** the effectiveness of the system of internal control, **approve** the Annual

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Governance followed by the Accounting Statements for year ended 31 March 2026 (certified prior by the Responsible Finance Officer). To **approve** by resolution and authorise the Chair and Clerk to sign. A bank reconciliation (as at 31 March 2026), explanation of any significant year on year variances in the accounting statement, and notification of the commencement date of the period for the exercise of public rights to be provided with return.

24. Items for Information

- **Village Voice – June issue.** Copy deadline: Friday 29th May.
- **Best Kept Village.** Judging between 1 June and 14 July 2026.
- **Cuddington Fete** - Saturday 11th July 2026.

25. Date and Time of Next Meeting:

WEDNESDAY 24TH JUNE 2026 - 7pm in the Bernard Hall

Venetia Davies
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