

CUDDINGTON PARISH COUNCIL

DRAFT MINUTES OF ANNUAL MEETING OF PARISH COUNCIL HELD ON 7th MAY 2008

PRESENT: Cllrs Ken Birkby (KB), Jim Hayward (JH), Michael Pegge (MP), Frank Crowdy (FC), Sherry Scott (SS), Jennifer Schram de Jong (JSJ), Stephen Turner (ST), Michael Edmonds (AVDC/BCC), Penny Carlton -Clerk and 4 parishioners.

NB: Action points Highlighted

Prior to the meeting Parishioners were invited to raise any concerns/comments.

Parishioner spoke on state of village following works carried out by Utilities board.

MP: Dave Smith at BCC is responsible for ensuring contractors leave areas tidy. Propose PC speak to Dave Smith.

ACTION: Clerk will contact Dave Smith expressing concern at the way things have been left and asking for action to be taken to remedy the situation.

1. Apologies

None.

2. Election of Officers for 2008/2009

Chairman – ST proposed SS, JSDJ seconded SS.

Sherry Scott was elected Chairman with 4 votes, there were 3 abstentions by JH, KB and MP.

Vice Chairman – JDSJ proposed FC and SS seconded FC.

Frank Crowdy was elected Vice Chairman.

Playing Fields Representative – SS and MP proposed and seconded JSJ.

A vote was taken and Jennifer Schram de Jong was elected.

Responsible Financial Offer

Unanimous decision for Clerk to continue in this position.

Election of Nicholas Almond Trustees

JH: Three trustees need to be elected to sit with the Vicar on the board of Trustees.

Jim Hayward and John Gibson were re-elected; Jennifer Schram de Jong was elected as the third trustee.

3. Chairman to sign Declaration of Acceptance of Office.

This was duly signed by Sherry Scott and witnessed by the Clerk.

4. Minutes from previous meeting held on 2nd April 2007

Minutes from the previous meeting were accepted as true record and duly signed by the Chairman.

5. Matters arising from minutes of previous meeting of 2nd April and not on agenda.

Item 3: JH: Cabinet has been purchased. Minutes are to be kept at the County Reference Library in Aylesbury.

Item 7: Clerk: Have contacted Chris Blumer and Info on bus passes will be included in June edition of VV.

Item 7: SS: Form returned to BCC concerning required works by Parish Gangs in village. BCC has replied indicating what works fall within the Parish Gang remit and can be carried out.

JSJ: Overhanging trees are responsibility of the BCC. Not allowed to cut back branches until August.

Item 7: Letter to Bentley Productions has been sent.

Item 11: SS: Painting of equipment in playground to be undertaken by Arborite.

Discussed with Carl re proposed fencing, he would prefer hedges/shrubs. PC were of opinion that extending the fencing would be better. Arborite Landscapes erected the initial fencing.

ACTION: Arborite to be asked to quote for fencing.

Item 19: MP: Concerned with state of site outside Upper Green Cottage.

ACTION: Clerk to contact owner of property.

Item 19: JSJ: PC qualifies for a grant under the Small Grants Scheme, War Memorial Trust.

ACTION: PC resolved for JSJ to apply for a grant.

Comments from JSJ re 5th march meeting

The following comments were made concerning the minutes from the 5th March 2008. The PC noted the comments and resolved for them to be included as an attachment.

Item 14: Cuddington Playing Fields.

1. The CPFA finance sub committee had proposed to increase the annual subscriptions paid by village societies to the association. It was agreed that future subscriptions would fall due on 1st January each year. Although this was a council matter, it was decided that this decision ought to be ratified at the annual general meeting to be held in May.

Lots of ideas for fundraising events had been put forward, but as yet, nothing had been arranged. Fund raising events would take place in the Pavilion – this would help to increase the bar income.

AVDC had been most helpful with regard to possible grants available – there are quite a number the association could qualify for, but we must be solvent and show regular income to be eligible.

2. Open House: at the end of the sentence insert “via the Village Voice”.

3. Under Lease: The lease was renewed on 1st April, 2003. It appears that one of the Trustees has stepped down. Gill Radwell, she will need to be replaced. The association secretary has been asked to write to the other trustees to ask them if they are all willing to remain as trustees. They are Frank Crowdy, Ivor Healy and William Slater.

6. Declaration of Interests

ST declared an interest in planning application 08/00742/APP and left the room when the application was discussed.

7. Planning

Applications

08/00742/APP – Land adj to Malthouse, Lower Church Street

Single storey dwelling and access

No comments

08/00818/APP – Bankside, Holly Tree Lane

Demolition of existing single storey lean to and erection of single storey rear extension

No comments

08/00738/APP – Vulcan House, Holly Tree Lane

Single storey side extension

No comments

08/00873/APP – 5 Bernard Close

Erection of attached dwelling

PC objected to the application on grounds it is an overdevelopment of the site, Clerk to comment to AVDC accordingly.

08/01042/APP – 3 Church Close

Conservatory

No comments

08/00679/APP – 6 Hillside Cottages, Dadbrook

Extension and alterations to garage to form self contained annex

No comments

08/00863/ATC – The Platt, Holly Tree Lane

Prune and crown clean one Apple. Crown, thin, reduce and shape by up to 15% one Apple. Remove 3 secondary laterals and crown lift one Walnut. Light crown reduction to one Yew.

No comments

08/00605/APP – The Barn, Cowley Farm Minor amended plans, information only.

Conversion of garage to form living accommodation and single storey extension to link house and garage.

Removal of one roof light and relocation of a conservation roof light.

08/00236/APP – Allotments, Bridgeway

AVDC permitted

Storage building

8. Correspondence

SS reported on the following:

- Letter from parishioner concerning parking and traffic especially at school time.

ACTION: Meeting to be arranged between Pam Talbot, Chris Blumer and MP. Clerk will acknowledge letter and inform parishioner that the PC will be approaching the school. This will be put on the agenda for discussion at a future meeting.

Clerk reported on the following:

- Letter from lady promoting Scrap booking asking if she can put a notice on the boards. **ACTION: The PC resolved that as this is a commercial venture the Clerk**

should contact her informing that she can advertise in Village Voice and put note in shop window.

- Nomination for a Parish Representative to sit on AVDC Standards Committee. None put forward.
- Civic Service to be held at St Mary's Church, Aylesbury, Sunday 15th June at 4pm.

9. Finance

(a) Financial Report for the year 2007/2008 and adoption of the Accounts

(b) Orders for payment:-

Clerk's salary – April (20 hours)	£159.80
Cllr Sherry Scott – Refreshments for APM	£65.93
Cllr Jim Hayward – Travelling expenses to Aylesbury Vale Committee Meeting	£12.96
Village Voice – Donation	£250
SLCC - Cilca – Clerk's Training	£150
SLCC - Working with your Council – Clerk's Training	£195
PC Insurance	£995.93

Note to accompany PC insurance: The annual premium of £1,048.35 can be reduced by a further 5% giving a premium of £995.93 should the Parish Council enter a 3-year binding agreement with Norwich Union. The PC resolved to enter into a binding agreement for 3 years.

(c) Monies received:- AVDC Precept payment

£4500

The following payments were made and will be put on the orders for payment next month.

Signature – Repair of VAS	£646.25
Arborite Landscapes – Playground maintenance	£72.00
Simon Brown –Grasscutting	£150.00

10. AVDC/BCC contribution

ME: Reported on growth within Aylesbury Vale. Consent given at meeting for 1032 houses to be built. Theatre is progressing, looking at new tenders for final works.

Proposed composting facility at Westcott. Public Consultation Exercise to take place. AVDC wants to reduce amount of waste going to Calvert Landfill.

Getting closer to Communities are being reorganised. NAG will run themselves, Local Area Forums will be organised by BCC. Local Committee will cease, will be replaced with 19 committees.

ACTION: JH and MP to draft a letter for Clerk to send expressing extreme disappointment at the termination of the Local Committee which gave a voice to PC's.

11. Parking

Discussed under Correspondence

12. Skittles Green Renewal

ST: The area has now been gravelled with Oxford chippings and looks much tidier now.
Thanks to those who have done the works.

13. Pre School Facility

SS: Letter read out from Valerie Partington, owner of Dinton Pre school. Valerie is looking into the possibility of opening a pre-school facility or possible even relocating to Cuddington. There are currently 41 children attending the pre-school at Dinton.

ACTION The matter is to be passed to the CPFA by SS.

14. Post Office

KB: Several businesses have written with their support of the post office, a committee will be formed in next couple of weeks.

15. Playing Fields

SS: Two committees, Bar and Playing Field Association have met.

Hire charges have been increased.

JSJ looking into grants.

PC have been asked for £6000 towards refurbishment of the Pavilion.

List of works to be done read out.

PC resolved for £6000 to be granted for the following works:

- 1) Kitchen
- 2) Toilets
- 3) Hot water/heating
- 4) Changing room floors, paintwork
- 5) Showers
- 6) Car park barrier
- 7) Mat for changing room
- 8) Purchase of china
- 9) Gang mower

All works must be accounted for with receipts.

ACTION: SS: Fundraising: Tug of War between Cuddington and Cheersley to be organised.

Insurance for Youth Club – KB to provide Youth Club with information.

16. TAG

MP: Nothing to report.

17. Footpaths:

SS: Footpaths are drying out at present.

18. Website

Carry forward to next meeting.

19. Report on Annual Parish Meeting

SS: Minutes have been posted on board and will be circulated to Cllrs.

20. Any other business

ST: At PC meetings we should focus on a matter and discuss it in full. Would function better if we took more time on important items.

The meeting closed at 10.20pm

**The next *Parish Council* meeting is
8pm Wednesday 4th June 2008 in the School.**