



CHEDDINGTON PARISH COUNCIL SERVICES AND DUTIES JULY 2021

It can be very confusing for residents of any village or town to understand which service/duty is provided by their council. Therefore, Cheddington Parish Council has summarised below these services with examples for ease of reference. Obviously, please contact the Clerk with any queries on cheddingtonparishcouncil@gmail.com / 07885 442643.

SERVICE/DUTY	DESCRIPTION
Allotments	Duty to provide allotments. Power to improve and adapt land for allotment. Ensure supply of, maintenance and payment of water at the allotments. Provision of a skip every 2 years to enable a clearance of the area. There is a small charge levied per plot per annum. Contact: Mrs Pam Cruse, Cheddington Allotment Warden 01296 661873 / 07850 733662 or pamela.cruse@btinternet.com
Bye Laws	The Parish Council (PC) has a set of Byelaws, passed in April 2009. These can be found on notice boards in the open space areas of the village.
Churchyard & Burial Ground	The PC has no responsibility for the burial grounds at St. Giles Church but it does make an annual donation to help with its running.
Clocks	The PC has responsibility for the Jubilee clock at the school. They pay the school caretaker a donation each year to manage the clock. As and when required a full service is carried out. The Townlands Trust contribute half of any maintenance costs.
Defibrillator	The Parish Council ensure that the equipment is checked every month and that the supplies are in date etc. The Clerk and one Councillor are named Guardians and are advised if the unit is used.
Dog Bins	Provision of 13 dog bins. Payment of an annual service fee to Buckinghamshire Council for their emptying 78 times per annum plus 2 cleanses of each bin.
Elections	The Clerk co-ordinates the nominees for the PC and liaises with Buckinghamshire Council.
Entertainment and the Arts	Provision of and monetary support if requested e.g. the annual Play Around the Parish/School Summer Play Scheme.
Financial	Annual setting of the budget, monthly reporting and management of the bank accounts, preparation of the Statutory Annual Governance and Accountability Return.
Footpaths - Roadside	The main repair works are carried out by Transport for Bucks. Please report any faults on Fix My Street – details https://fixmystreet.buckscc.gov.uk/
General Community Maintenance	The PC employs a maintenance man that carries out the majority of small routine jobs around the village e.g. strimming the grass where the contractor does not cut, overgrown tree branches, emptying the village litter bins, water readings at the pavilion and painting, repairing notice boards etc and any other maintenance duties that arise.
General spending powers	Parish Councils can spend a limited amount of money on anything they deem of benefit to the community that is not covered by other specific responsibilities described in this list e.g. the Tommy.
Grass cutting (Devolved Services)	Major expenditure from the precept. The Parish Council now has one contractor who has responsibility for most of the verges & hedges, the recreation ground, the old allotments and The Green. The contractor is now employed on an annual basis.

Highways	Report a highways issue re. roads, potholes, footways, traffic lights and street lights issues (not owned by the PC – see street lighting below) via the Buckinghamshire Council website:- https://www.fixmystreet.buckscc.gov.uk/
Land	The Parish Council still owns land in the village. The Recreation Ground, the Old allotments, the Green and land at the village hall and some other smaller pockets of land. The Clerk ensure the leases are all up to date.
Legal proceedings	Power to prosecute and defend any legal proceedings in the interests of the community.
Litter bins	Provision of such litter bins (13 in total) and arrange for the village maintenance man to dispose of the contents weekly.
Neighbourhood Plan	Working with the community to put together a suitable neighbourhood plan – Aug 2015 and its review when applicable.
Parish Council Meetings	To arrange and hold monthly Parish Council meetings at least 4 times per annum but Cheddington Parish Council prefers to meet monthly.
Pavilion	The PC manages the running of the pavilion.
Planning Applications	Parish councils must be notified of, and display for residents prior to the monthly meeting, any planning applications for the area. Any comments submitted to the planning authority by the PC must be taken into account. All planning applications and determinations made by Buckinghamshire Council are posted on the Notice Board at the Green and on the CPC Facebook page on a weekly basis, if any decisions have been made.
Recreation	Provision and upkeep of recreation grounds, The Green/its play equipment (quarterly safety inspections) and the village hall green areas.
Public Rights of Way	The Parish Council, working with the landowner, ensures that the Rights of Way (within the village boundary) are accessible for pedestrians. Issues such as broken stiles, overgrown vegetation or fallen trees, damaged bridges, damaged surfaces, missing signposts should be reported via https://www.buckscc.gov.uk/services/environment/public-rights-of-way/report-a-rights-of-way-issue/
Seats	Public seats – maintained e.g. at The Green, Church Path, Recreation Ground, Station Road.
Street lighting	The PC notifies its private contractor of any of its broken lights that need to be replaced. Please note the PC does not have responsibility for Partridge Close (Hastoe) or Barkham Garage light (VAHT) Orchard Manor or at the Blenheim area (Buckinghamshire Council).
Traffic calming	MVAS unit. Pay an annual maintenance charge and ensure the software is up to date. This unit is shared but managed by Cheddington Parish Council.
Trees	The only trees that are managed by the Parish Council are only those on its land, in fact more than 100 trees!
Village Hall	The land that the hall is built on is leased to the Village Hall Management Committee who run the village hall, but the car park/grassed areas is owned and run by the PC. The Parish Council does however give a donation each year to go towards a capital project and the lighting of the hall.
War memorials	Maintains and donates each year to its upkeep and provide a wreath on behalf of the village.