



ANNUAL PARISH COUNCIL MEETING AGENDA

Pursuant to the Local Government Act 1972 (various sections), notice is hereby given that the Annual Meeting of Grendon Underwood Parish Council will be held in the Village Hall, Main Street, Grendon Underwood on

Monday, 18th May 2026 at 18.30hrs

The first duty of the Annual Meeting is to elect the Chairman and Deputy Chairman by Members present.

Election of the Chairman-

Proposed: Proposer: Seconded:

Vote: Abstentions:

Election of a Vice Chairman-

Proposed: Proposer: Seconded:

Vote: Abstentions:

Prior to the meeting being formally constituted for Council business, the Chairman may hold a discretionary Open Forum, for contributions from Parishioners and other stakeholders attending, (under adjournment): Items requiring decisions must be deferred for inclusion in the next agenda. During the Open Forum, County Councillors present will have the opportunity to provide updates.

1. Attendances

Councillors Present

Absent

Apologies

Declarations of Disclosable Interests

Members of the Public present.

2. Administration Matters

2.1 Appointment of officers

Appoint the following for 2026-27

- EKFB Lead.
- Energy from Waste Lead
- Environment Lead
- Faith Beaumont Charity
- Finance Lead
- Governance Lead
- HSE Leads
- MVAS Lead
- New Prison Leads
- Personnel
- Planning Lead



- Saye & Sele Foundation Trustee
- Website Lead

2.2 Review the Council bank account authority

At least two members to authorise the Chairman (or Deputy) to pay invoices by BACS.

2.3 Review and adoption of Standing Orders, Council Policies, Procedures and Protocols.

2.4 Confirm the 2025-26 meeting schedule

3. Minutes of last meeting, held on 22 April 2026, to be agreed & signed by the chairman. Draft minutes have been circulated & will be deemed to have been read.

4. Matters arising from last meeting:

4.1 New e-mail addresses

5. Planning Applications:

5.1 Reserved matters – new prison PL26/03123/CONDA

5.2 Rosefield Solar Farm

6. Finance

6.1 Expense Claims – Clerk, travel expenses £9.90

6.2 Invoices to be approved

To authorise payment of the following invoice:

- TEEC £319.19
- To authorise the purchase of two defibrillator pads at £73.44 each

6.3 Annual Governance and Accountability Return (AGAR)

7. Environment

7.1 Playground lease – update

7.2 Village gates – update

7.3 Litter bins – update

7.4 Springhill – abandoned vehicles update

7.5 Springhill – vandalised bus shelter update

7.6 Noticeboard - update

8. Biodiversity

8.1 Local update

9. Health & Safety

9.1 Playgrounds Inspection

9.2 Defibrillators Inspection

10. Stakeholders

10.1 Saye and Sele - update

10.2 Thames Valley Police - update

11. Personnel – Confidential Information

The Parish Council will Make a Resolution to exclude the public from this part of meeting in accordance with Public Bodies (Admission to Meetings) Act 196

12. Date of next meeting - to confirm 22 June at 18:30hrs.