



GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to The Clerk to the Council on clerk.gupc@outlook.com
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MINUTES of the GENERAL PARISH COUNCIL MEETING held on 29th October 2019 In Grendon Underwood Village Hall at 19.30

Issue date – 29th November 2019

B. Martindale - Acting Parish Clerk

Prior to the meeting being formally constituted for Council business, the Chairman may hold an Open Forum for Parishioners and other parish stake holders to raise questions, make comments; suggest future agenda items etc.

Minute – 2 residents attended.

All matters were on the Agenda, so the Chairman brought the meeting to order at 19.30

1910.01 Attendance and apologies: To note;

Attending; Cllrs. Moloney (Chairman), Benfield, Mackenzie

Apologies; Cllrs. Macpherson, Branston, Jackman, Hedgecox

Absences; Cllr Shepherd

1910.02 Members Interests: Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Grendon Underwood Parish Council Code of Conduct for Members and by the Localism Act 2011. **Minute** – none advised

1910.03 Approval of Minutes; To agree and sign the minutes of the Annual Parish Council Meeting of Grendon Underwood Parish Council held on 24th September 2019 as a true & accurate record. The minutes are circulated prior to the meeting to be taken as read at the meeting. **Minute:** there were no changes from circulated and signed off as a true & accurate record of proceedings.

1910.04 Regulatory;

i) To monitor changes to Standing Orders, Council Policies, Procedures & Protocols – Minute – none current

ii) GDPR, to monitor requirements; **Minute** – none current

iii) Web accessibility legislation definitive Policy template to reflect new legislation still awaited; **Minute** – as stated.

1910.05 Finance & Accounts.

i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting; the Chairman & one other councillor to initial invoices in the period for payment. The Bank statements for August & September to be issued with the minutes. **Minute-** payments were authorised for the MUGA Lease revision & stationary expenses

ii) To review Grants – Incoming – under Parish Councils Act 1957, s.1,
(a) AVDC NHB micro grant (community memorial benches); the RFO to report on status – **Minute-** all outstanding contributions were confirmed as directly transferred to the Council account and drawn down. The completion report to be submitted
(b) AVDC NHB project grant (VH upgrade) the RFO to report on status – **Minute-** a completion invoice is necessary for money draw down. Timing to be advised w/c 4th November.

iii) To review Grants – Outgoing - the RFO to report on status -
WI VH room rent to VH – **Minute-** a grant application was approved unanimously. **CLOSED**
Community Memorial Benches contribution – **Minute-** Council contribution confirmed as ringfenced to earmarked reserves. **CLOSED**
VH toilet upgrade – **Minute-** Council contribution confirmed as ringfenced to earmarked reserves.

iv) To review status of LED upgrade loan – the RFO to advise status of deposit to Earmarked Reserves & payments budgeted; **Minute-** confirmed as ringfenced to earmarked reserves.

v) To consider raising DD for previously resolved provision of professional services; **Minute-** unanimously approved – the Chairman to progress. **ACTION**

1910.06 Planning; to review any major developments proposed. To consider other Consultee requests in period; to ratify any applications processed by fast track protocol - **Minute-** invitation to respond to application 17/03317/AOP – 65 dwellings at Springhill - was discussed. It was felt current information was not sufficient to come to an informed decision. It was resolved to request a meeting with the developer. The Clerk to progress. **ACTION**

1910.07 Environment. To report any issues in respect of:

a Highways under Highways Act 1980, ss43, 50 (inc footpaths);

- residents complained of unsuitable width of footpath to Springhill for buggies & wheelchairs. - the Clerk to explore resolution with BCC Highways. **Minute-** siding out had been completed. **CLOSED**

b Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages; **Minute-** light in Darley's Close out & light on MainStreet permanently on – contractor to be authorised. **ACTION**

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- Meeting with BCC Lighting held 23.10.19. Clerk to report; **Minute-** new information arising resulted in a recommendation to vary the original project such as to progress with Springhill as proposed and to review village lights on receipt of a quote due 1st November. **ACTION**
 - residents were concerned at the number of village outages being experienced recently. The Council would enquire of UKPN, the network supplier. **Minute-** the Council had contacted the supplier and their reply is on the web site.
- c Verges & Hedges under LGA 1972, ss.101, 111, 112;
- the last BCC cut (3rd of 4) has not been done due to a machine malfunction but would be carried out 1st week October. **Minute-** the cutting season is now complete. **CLOSED**

1910.08 Communications.

1. with Parish

- Matters Arising from correspondence & Open Forum at last meeting - a schedule of Council meetings to be provided for anyone not having access to the web site or notice board;
 - Planning enforcement (wheelchair access to Main Street from adjacent dwellings in Saye & Sele Close & development perimeter fence) at Shakespeare. Cllrs Macpherson & Benfield had made a site visit on 18.09.19 & would seek resolution with the developer; **Minute-** the developer has it in hand. Further progress to be monitored.
 - Parking on pavements was discussed at length. Council to ask police to resume their previous initiative. **ACTION**
- **Village Hall;** to receive a report; **Minute-** report tabled and noted. Start date for the toilet upgrade requested. **ACTION**
- **Saye & Sele;** to receive a report – status of an amendment to the access path & requirement to re-sign the lease to be advised; **Minute-** report tabled and noted. The revised MUGA lease is received and it was agreed it should be signed by the same councillors as the original. Held over for availability. **ACTION**
- **Go30;** **Minute-** Cllr Mackenzie to report on replacing the MVAS batteries & any other anti-speeding initiatives; **Minute-** a quote had been received for 2 batteries & accepted. The Clerk was authorised to progress the PO. Liaison with Cllr Macpherson to be progressed. **ACTION**
- **HS2 & EWR & Ox/Cam corridor;** -
 - OxCam Expressway – status of open meeting 15th November 2019; **Minute:** flyers are currently in progress of circulation in Life Together.
 - HS2 - meeting currently promised 5th November @1.30. Cllrs Benfield & Mackenzie agreed to attend; **Minute:** noted - will await outcome

2. with other Authorities & Statutory Bodies

- **AVDC –** Community Emergency Plan, Cllr Hedgecox to advise; **Minute-** deferred due to absence
- **BCC -** meeting with BCC Highways held 18.09.19 **Minute-** see above
 - Broadway gateways- the Clerk to advise status; **Minute-** the Council noted pictures of the newly re-instated gateways with approval. **CLOSED**
 - Church crossing – cost of the BCC Scheme Request Brief (not the job itself) quoted at £6854.00 [equivalent to 1/3 annual operating budget]. Council to consider options and funding streams. **Minute-** resolved to reject offer and seek alternative funding streams as the footpath lighting authority.
 - 20mph outside school and other anti-speeding proposals. As the footpath lighting authority Council could initiate various forms of lighting including warning signage but must go through Highways. Council to consider cost implications **Minute-** quote requested
- **Local Area Forum –** last meeting 20Oct19; **Minute-** Cllrs Benfield & Mackenzie attended - minutes to be circulated on receipt.
- **Community Police Team –** residents' concerns over increasing fly tipping, vandalism & seemingly abandoned horse box & horses. Council would attempt to identify land ownership & agreed to contact the local police team for advice **Minute-** they will attend the 15th November open meeting for residents to advise their concerns.
- **HMP Grendon –** meeting held 16.10.19. Cllrs Mackenzie, Benfield & Jackman attending; **Minute-** a very positive meeting. Main areas discussed were; grass cutting - HMP responsibility; lighting – Council responsible for the estate, HMP to confirm their statutory duty for the entrance road to the prison; future liaison & collaboration- many opportunities identified, combining with Edgcott thought beneficial.

3. with Suppliers

- GM Outdoor; **Minute –** nothing to report
- Aylesbury Mains, to confirm progress of any outages notified last meeting; **Minute-** none in progress To confirm status of LED upgrade based on new information; **Minute-** invoice received / payment rejected. Council fully endorsed proposed action to be developed with current & other suppliers as necessary. **ACTION.**
- Opus Energy; **Minute –** nothing to report
- Gigaclear; **Minute –** nothing to report

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1910.09 Amenities;

- a. Bench replacement project- **Minute-** 2 benches in place - 3rd bench expected 31st October, Cllr Benfield had donated bulbs & seeds /installation & other ground works by residents - Council wanted to place on record their recognition & gratitude to all contributors - AVDC NHB grant, 1st Grendon & Edgcott Scouts, the Alistair Haddow Memorial Fund and the volunteers of Grendon Underwood
 . 2 existing benches released – one no longer fit for purpose, one relocated to playing field. It was proposed a notice of recognition to all the groups contributing to the Community Project be identified on small notices adjacent to the benches. **ACTION**
- b. Playground; slide replacement resolution **Minute-** 5 suppliers had been requested to quote. One replied, site visited on 29th October. Quote to follow.
- c. MUGA; see 1910.08.1
- d. Gateway flowerboxes; **Minute-** deferred to avoid unauthorised commitment on next Council.

1910.10 Committees; Personnel Committee - Confidential Information; The Parish Council will make a Resolution to exclude the public from this part of the meeting in accordance with Public Bodies (admission to meetings) Act 1960. Noted.

1910.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** none advised

1910.12 To confirm date of next meeting; To confirm the published date at 26th November 2019; **Minute-** so confirmed

The Chairman closed the meeting at 20.54

Signed:

Dated: 26th November 2019

Cllr K. Moloney (Chairman)

Grendon Underwood Parish Council - Bank Transactions

Grendon Underwood Parish Council - Bank Transactions			Sept	2019
Transaction Date	Transaction Type	Transaction Description	Debit Amount	Credit Amount
01/10/2019	FPO	MARION RYLEY ProfSers VAT reclaim INV.1939	£143.75	
01/10/2019	FPO	MARION RYLEY ProfSers payroll Apr-Jun 19 INV.1926	£30.00	
01/10/2019	FPO	MARION RYLEY ProfSers ex-clark back pay INV.1912	£31.25	
01/10/2019	SO	GM OUTDOOR invs 1400 & 1401	£275.00	
07/10/2019	DD	OPUS ENERGY LTD inv 67069675	£277.42	
10/10/2019	FPI	The Alastair Haddow Memorial Fund Benches		£600.00
18/10/2019	DD	AVDC GENERAL waste Sept19 inv 413791 ACC 7000439	£38.00	
31/10/2019	FPO	MARION RYLEY ProfSers INV.1997	£30.00	
31/10/2019	FPO	HMRC - ACCOUNTS	£67.60	
31/10/2019	FPO	CLERK OCT 2019 SALARY	£270.40	
31/10/2019	FPO	PARROTT AND COALS ProfSers MUGA lease	£310.00	
31/10/2019	FPO	CLERK OCT 2019 EXPENSES	£16.00	