



GRENDON UNDERWOOD PARISH COUNCIL

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MINUTES of a GENERAL PARISH COUNCIL MEETING held remotely on 25th August 2020

DRAFT Issue date – 29th August 2020

B. Martindale - Acting Parish Clerk

The Council maintains an 'open for business as usual' policy, during the Covid19 crisis in so far as this is possible under current extra ordinary circumstances.

Emergency legislation remains in force allowing Local Authorities to hold meeting remotely - given the usual quorum requirements for participating Members – and to make decisions, agreements and, under certain circumstances, be legally empowered to make resolutions [for example where emergency crisis funding may be needed in the community]. Remote meeting dates and joining instructions are publicised on the Council web site & noticeboards and posted to social media in due time for residents to also participate remotely subject to free pre-registration

The Chairman brought the meeting to order at 19.35 and, as a 1st order of business, will consider allowing the meeting to be recorded for minute purposes only. – not required

Open Forum for Participants-

The Chairman confirmed that an unauthorised encampment was set up on Saye & Sele land behind the Village Hall overnight the 18th/19th August and that thanks to an immediate and robust response by The Parish Council, Buckinghamshire Council and the evicting authorities, they were moved on by 18.00 that same day. On behalf of the residents of Grendon Underwood, she thanked those Councillors responding and who acted so decisively. Council deplored the fact that there is no credible sanction for repetition of such incursions, even by the same people to the same site, and that the residents of villages across the county remain defenceless against multiple, significant expenses of taking such action. Cllr Jackman confirmed that Saye & Sele would be initiating deterrent measures in an effort minimise risk of repetition.

Covid19 status report;

To consider updating previous - The status of Covid19 in Grendon Underwood and across the County remains fluid, with regular updates being provided from Cllr Tett, CEO of Buckinghamshire Council.

The volunteer group remains active. The shop remains a vital community asset providing good support with adequate stocks and an essential delivery service through volunteers. The Chairman thanked them all.

The community police team are at full stretch and request calls on them be kept to an absolute minimum.

Local surgeries in Waddesdon & Steeple Claydon are open by appointment and in emergency only – use 111 wherever possible or 999 in emergency as usual.

A message from Council with links to important, official sources of information remain on the Council web site. The Buckinghamshire Council bulletin provides full updates for Buckinghamshire **Minute:** The Chairman summarised the current situation advising systems remain available to the vulnerable of the parish without change.

2008.01 Attendance and apologies: To note.

Participating; Councillors Moloney (Chairman), Benfield (Deputy Chair), Jackman, Mackenzie, Hedgecox, Clerk

Apologies; Cllrs. Macpherson, Branston

Absences; Cllr Shepherd

No members of the public participated.

2008.02 Members Interests: Members to be 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 –** Cllr Hedgecox declared an interest in the selection process (only) for a project manager for the MUGA project.

2008.03 Approval of Minutes; To agree and sign the minutes of the General Meeting of Grendon Underwood Parish Council held on 28th July 2020 as a true & accurate record. The DRAFT minutes were circulated on 03.08.20 so they could be taken as read at the meeting. There are no changes from circulated, by the cutoff date, to allow the minutes to be approved remotely and posted as approved subject to final ratification of hard copy when this is possible. **Minute –** approval unanimous. Council also resolved unanimously to accept the Chairman's proposal that the Clerk hold hard copies of approved minutes until such time as they can be presented for wet signature as this becomes possible.

2008.04 Regulatory.

i) Standing Orders, Council Policies, Procedures & Protocols; to monitor changes. **Minute-** monitoring

ii) Other Legislation & NALC Advice- **Minute-** monitoring

2008.05 Finance & Accounts.

i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting; the Chairman to summarise invoices received and paid by emergency protocol authorisation. Relevant bank statements to be issued with the minutes as usual. **Minute-** confirmed up to date

ii) To consider expenses and other claims - **Minute-** none arising

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- iii) To consider proposals for disposition of S106 money to develop a project delivery strategy (and therefore a spend plan). Cllr Jackman to arrange a meeting between the Council and the Village Hall Charity to thrash out a definitive action plan. **Minute-** whilst Cllr Jackman conceded that Council is the final arbiter of S106 fund allocation, he did request the upgrade of the Village Hall kitchens be considered a suitable project for approval by Council as identified against the Lawn Farm development on the S106 allocation summary circulated 28th July20. He would arrange for quotes accordingly.
- iv) To review Grants – Incoming – under Parish Councils Act 1957, s.1, **Minute** – none current
- v) To review Community Grants – Outgoing – under objective specific legislation **Minute** – none current

2008.06 Planning; to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast track protocol-
20/02538/AGN: Bernwode amendment by 19.08.20 – no objection
20/02408/App: Brambles garage by 25.08.20 – no objection.
20/02567/APP: Prison fire prevention by 14.09.20 - no objection.
Minute- all agreed. Clerk has or will submit responses accordingly.

2008.07 Environment. To report any issues in respect of:
a Highways under Highways Act 1980, ss43, 50 (inc footpaths); the broken road sign at Saye and Sele Close; remain outstanding; **Minute-** rectified. CLOSED.
b Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages. **Minute-** none notified.
c Verges & Hedges under LGA 1972, ss.101, 111, 112; **Minute-** it was agreed to commission the Village Hall hedge contractor to attend various locations in the village on behalf of the Council. Cllr Jackman agreed to initiate.

2008.08 Communications.

1. with Stakeholders

- **Buckinghamshire Council:** Land reclamation on hold; **Minute-** monitoring Haddenham & Waddesdon Community Board meeting 22.07.20. Cllr Moloney to update on sub-committees in support of Environment/Green Space. **Minute-** the Chairman confirmed she will be participating in the next meeting scheduled 10th September 2020 and will update Council next meeting. It was hoped an update on the A41 danger committee would become available then too.
Minute- Council acknowledged, with thanks, the timely and effective response of the Gypsy & Traveler Services Office crucial for recent Unauthorised Encampment resolution.
- **Village Hall:** Cllr Jackman to table a report **Minute-** Council noted receipt with thanks and authorised posting to the web site.
From Member forum last meeting, Cllr Benfield to be considered for the post of Council Trustee on the Village Hall committee, subject to his approval. **Minute-** Council noted Cllr Benfield's acceptance with thanks & he is duly appointed.
Minute- further to vulnerabilities in CCTV coverage exposed during the unauthorised encampment, it was agreed to upgrade the system. The Clerk tabled three quotes and one was accepted but only subject to agreement by the Village Hall trustees. Cllr Jackman advised they next meet on 23rd September 2020 after which he will be able to report their decision.
- **Saye & Sele:** Cllr Jackman to table a report: **Minute-** Council noted receipt with thanks and authorised posting to the web site.
- **Community Police Team:** **Minute-** council noted with thanks their quick stand-by response in support of recent Unauthorised Encampment resolution.
- **HMP Grendon:** **Minute:** no occurrence
- **School:** **Minute-** no occurrence
- **Church Crossing:** awaiting release of HS2 money from TfB. **Minute-** status awaited from TfB.
- **EfW:** next meeting 08.10.20 @ 18.00. **Minute-** the Chairman confirmed she will be participating in next meeting as she feels outcomes could be relevant to the Parish.

2. with Infrastructure

- EWR: **Minute-** this National project continues apace with multiple road closures in support. They have not confirmed their final traffic volumes along the construction route through Grendon & Edgcott or how these impact the community when combined with HS2 traffic on the same route.
- OxCam Expressway: **Minute-** in the Budget, published in March, the road investment strategy 2, or [RIS 2](#), document that accompanied it moved the expressway project out of the "go ahead" column into the "paused" column. Our MP has had confirmation that [Highways England](#) has not progressed work on the project. However, the estimated 1 million houses associated with the road remain potentially 'live' and a major local concern.
- HS2- have been requested status on siding & use of access road to alleviate traffic on the construction route through Grendon & Edgcott. Meeting offered. **Minute-** the Clerk has been in communication with Andrew Potter, Engagement Manager, HS2/EKFG who notified bridleway closures and has offered to meet regarding traffic relief of their depot construction route. The Clerk agreed to post latest traffic volumes to the web site.
- UK Power Networks: nothing to report. **Minute-** monitoring

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- Opus Energy: nothing to report **Minute-** monitoring
- GM Outdoor; schedules in progress. **Minute-** monitoring

3. with Community

- From Member forum at last meeting- Cllr Hedgecox proposed a newsletter be considered to consolidate community spirit arising from the Covid crisis and in support of those not able or willing to access the internet. Cllr Mackenzie had provided a proposal for consideration. **Minute-** Cllr Mackenzie had prepared a first draft and identified a number of aspects requiring clarification. After some discussion, she agreed to put a revised proposal together for next meeting incorporating various suggestions and to identify parameters to be decided.
- Speeding/ Go30: **Minute-** Cllr Mackenzie had been in discussions with the community lead and advised plans were in progress for new posters and a scarecrow competition. She suggested a small donation for prizes could come under community support. It was agreed to provide 1st, 2nd, 3rd prizes as follows £50. £30, £20. The RFO confirmed this could be by grant or by individual expense claim. Cllr Mackenzie agreed to progress with community lead.
- Web site & email: **Minute-** the Clerk advised the email provider had spent some time resolving the issues around adding new email accounts to local email clients and had now identified a resolution. He was also prepared to come and carry out the fix directly on any devices needing it.
This was taken with some alarm and reluctance to risk mission critical devices for a benefit that would not seem to outweigh that risk. It was agreed to abort the new email address. Clerk to advise the provider.
- Gigaclear: current zero cost high speed broadband contract continues to May 2021 **Minute-** noted

2008.09 Amenities.

- Playground; slide replacement resolution. Use of S106 money is authorised. The RFO to raise PO as quote becomes available. **Minute-** the quotes now available were accepted. The Clerk to issue POs to suppliers.
- Playground Annual Inspection: completed 12th August 20. To consider the summary sheet circulated prior to meeting. **Minute-** findings were noted, the slide being the main risk and is being addressed.
- Memorial waste bins: Delivered 1st July. Contribution from the community is confirmed. **Minute-** installation quote accepted. The Clerk to issue PO to supplier.
- MUGA: General concern that this project must be managed transparently, accountably, and independently and the mistakes of the playground not repeated. To consider approval by resolution of Project Manager. **Minute-** Cllr Hedgecox declared an interest in the selection process (only) and stood back from that decision. The proposed PM was accepted unanimously. Cllrs Benfield & Jackman agreed to follow up the appointment.
- Defibrillators: An offer to provide training in the Village Hall has been accepted. Timing awaited. **Minute-** Clerk confirmed there had been no response to initial contact. Cllr Jackman agreed to enquire.
- **Minute-** the Chairman confirmed that Hannah Fenton, Buckinghamshire Food Coordinator of Sustain had been in touch regarding allotments in the village. Whilst a worthy aspiration, it was concluded that there was no suitable land in the Parish available for council to make such an offer.

2008.10 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. **Minute-** none

2008.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** none

2008.12 To confirm date of next meeting; To confirm date as scheduled on 29th September 2020. Status of remote or actual to be considered. **Minute-** so confirmed – remote.

The Chairman thanked all for their participation and closed the meeting at 21.00

Signed as a true and accurate record of proceedings date:
 Chairman presiding

GRENDON UNDERWOOD PARISH COUNCIL - TRANSACTIONS			August	2020
Transaction Date	Transctn Type	Transaction Description	Debit Amount	Credit Amount
03/08/2020	DD	SALIX REPAYMENTS SALIXFIN100306	£ 510.48	
03/08/2020	SO	MARION RYLEY	£ 10.00	
19/08/2020	DD	BC AYLESBURY Gen Waste 7000439	£ 30.40	