



GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to the Parish Clerk on parishclerk@gupc.org.uk
Tel: 0787 368 3043 Web Site: <https://www.gupc.org.uk/>

MINUTES of a GENERAL PARISH COUNCIL MEETING held remotely on 29th September 2020

DRAFT Issue date – 3rd October 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 Government guidance. Meetings will be held remotely until further notice subject to the usual quorum requirements for participating Members. 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 19.30 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- not activated

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, Leader 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 confirmed all had downloaded the NHS track & test app.

2009.01 Attendance and apologies: To note.

Participating; Cllrs Moloney (Chairman), Benfield, Jackman, Hedgecox, Makenzie, Macpherson, Clerk.

Apologies; Cllr Branston

Absences; Cllr Shepherd

No members of the public participated.

2009.02 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** – none declared

2009.03 Approval of Minutes; To agree and sign the minutes of the General Meeting of Grendon Underwood Parish Council held on 25th August 2020 as a true & accurate record. The DRAFT minutes were circulated on 29.08.20 so they could be taken as read at the meeting. There are no changes from the DRAFT, raised by the cutoff date, such as to allow the minutes to be approved remotely and posted as approved pending final ratification of hard copy, to be held by the Clerk, when this is possible. **Minute** – approved

2009.04 Regulatory.

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

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

2009.05 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-** Council noted the Chairman's confirmation and her advice the invoices from the unauthorised encampment bailiffs & slide installation are pending.

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

iii) To consider proposals for disposition of \$106 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-** Cllr Jackman confirmed talks are on-going.

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

2009.06 Planning; to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast track protocol-

Minute- the Clerk advised Council's support was requested for Buckinghamshire Council's response to the governments consultation Changes to the Current Planning System. The Clerk was authorised to respond in expression of support.

2009.07 Environment. To report any issues in respect of:

a Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages. **Minute-** Cllr Benfield agreed to do a drive round and report.

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- b Verges & Hedges under LGA 1972, ss.101, 111, 112; **Minute-** Cllr Jackman agreed to review with hedge contractor. GM Outdoor - verges. **Minute-** the Chairman commended the contractor on their work.

2009.08 Communications.

1. with Stakeholders

- **Buckinghamshire Council:** Land reclamation on hold; **Minute-** to be progressed when possible. Haddenham & Waddesdon Community Board minutes of last meeting circulated 17.09.20; **Minute-** next meeting 05.11.20. Cllr Moloney to represent.
Environment & Green Spaces sub-committee: **Minute-** Cllr Moloney participated in last meeting held 10.09.20 & reported to Council. She advised on various relevant initiatives and what funding was available. She will access a webinar to be held on 13.10.20.
Highways Safety sub-committee: **Minute-** to meet on 13.10.20. Cllr Moloney to participate.
Minute- It was agreed that the plethora of new groups & sub-groups was causing confusion. Cllr Macpherson agreed to provide a group hierarchy with scopes & dates of meetings.
- **Village Hall:** Cllr Benfield to table a report. **Minute-** The Hall is being re-opened steadily & progressively as full COVID compliant measures are bedded down & enforced. The Scouts have completed ground clearance.
CCTV Upgrade: further to vulnerabilities in CCTV coverage exposed during the unauthorised encampment, it is agreed to upgrade the system at Council expense. One of three quotes is accepted subject to agreement by the Village Hall trustees. **Minute-** Cllr Jackman reported the meeting of Trustees, scheduled 23.09.20, had not taken place and consequently, clearance for the CCTV upgrade was not possible. The Clerk was authorised to write to the Chairman of Trustees on behalf of Council to seek formal agreement to allow necessary works to commence.
- **Saye & Sele:** Cllr Jackman to report. **Minute-** Cllr Jackman reported changes in key personnel have become necessary and a way forward is under development. A summary proposal of aims & future arrangements has been prepared.
- **Community Police Team:** **Minute-** the Chairman advised a Neighbourhood Watch scheme is being considered. Council would support as more detail becomes available.
- **HMP Grendon:** **Minute:** monitoring
- **School:** school representative to be considered for inclusion in the Agenda circulation. **Minute-** the Chairman agreed to contact the school liaison Governor to discuss regular contact whilst recognizing the school is very much pre-occupied with COVID compliance. It was agreed to include the Governor in the Agenda circulation with an understanding he will raise any matters involving the school directly to Council, as they arise.
- **Church Crossing:** awaiting release of HS2 money from TfB. The Schedule 17 traffic application (on web site) is with BC awaiting their response. **Minute-** Cllr Macpherson confirmed the Buckinghamshire Council response to the HS2 Schedule 17 Lorry Route Application & funding release timing still not available– to be advised when possible. It was noted the church had yet to have any significant involvement in such discussions and would need to provide a contact person for direct liaison in real time [see HS2 below]. Cllr Benfield agreed to contact the church elders.
- **EfW:** **Minute-** next meeting 18.10.20 @ 18.00. The Chairman to represent. Cllr Macpherson to chair. The Clerk had received feedback from Steve Rawlinson, General Manager, EfW, on HS2 traffic movements using the plant access road and will forward to Cllr Macpherson.

2. with Infrastructure

- **EWR:** 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 this impacts the community when combined with HS2 traffic on the same route. **Minute-** Cllr Macpherson confirmed Buckinghamshire remains in support of this project. But expressed her disappointment that getting a combined approach from HS2 working with EWR remains problematic. She hopes the HS2/EWR Community Board, meeting 06.10.20, agenda circulated 29.09.20, will prove influential.
- **HS2-** have been requested status on siding & use of EfW access road to alleviate traffic on the construction route through Grendon & Edgcott. Meeting held with Andrew Potter, Engagement Manager, HS2/EKFG and Edgcott 18th September 20. **Minute-** the Clerk had participated and summarised matters arising - Schedule 17 traffic numbers confirmed, use of the EfW link road no longer an option but confirmed no incremental traffic arising on the construction route, confirmed the church crossing is recognised as a major safety risk but resolution funding entirely at BC discretion. They would provide a contact so the church could advise when a church event is in progress so traffic can be paused The Clerk was asked to formalise matters arising at the meeting to reflect above.
- **OxCam Expressway:** 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. **Minute-** monitoring.
- **UK Power Networks:** nothing to report. **Minute-** monitoring
- **Opus Energy:** nothing to report **Minute-** monitoring

3. with Community

- Newsletter- Cllr Mackenzie to lead. **Minute-** in progress
- Speeding/ Go30: Cllr Mackenzie to lead. **Minute-** Cllr Mackenzie agreed to contact community lead to see what, if any involvement she wanted going forwards with the speeding initiative. Once clarified the school rep would be approached to see if the school would like to assist in the continuation of the village signage etc. Cllr Mackenzie to update next meeting.
- Web site enquiry: Fly tipping- a resident has reported the layby on Broadway is being used for fly tipping. **Minute-** a

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proposal to install one or more litter bins at the layby was considered. The clerk had been in touch with Buckinghamshire who advised “Litter bins and dog bins are covered by AVDC. Flytipping is covered by both street scene and TFB, if the flytip is on the carriageway it will be TFBs responsibility and if the flytip is on the verge it is covered by street scene. Road signs are covered by TFB.”

Cllr Macpherson agreed to attempt to get some sort of co-ordination between departments to simplify resolution. Fly tip had been removed by Highways last week. The Council is happy to release a bin from reserve given the appropriate legal clearance.

- Web site & email: the new email domain name is now terminated by resolution. The web site has been updated accordingly. **Minute-** Cllr Jackman requested help in stopping account alarm notices after account removal and would forward the Clerk an example.
- Gigaclear: **Minute-** monitoring

2009.09 Amenities.

- Playground: slide replacement fitted & paid for against Purchase Order. **Minute-** installation invoice awaited Cllr Jackman agreed to forward costs to BC.av for release of S106 funds as they become available.
- Playground Annual Inspection: completed 12th August 20. To consider the summary sheet circulated prior to meeting. Action completed setting all risks at ‘low’. **Minute- CLOSED**
- Memorial waste bins: paid for against Purchase Order and installed. **Minute- CLOSED**
- MUGA: General concern that this project must be managed transparently, accountably, and independently and the mistakes of the playground not repeated. Proposed Project Manager approved by resolution. Cllrs Benfield & Jackman agreed to follow up the appointment. **Minute-** PM to be contacted & early projections to be submitted. Now expected to commence next Spring so need have a clear action plan for the next Council, taking office at that time, to implement.

2009.10 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-** monitoring

2009.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** nothing raised.

2009.12 To confirm date of next meeting; To confirm date as scheduled on 27th October 2020. Status of remote or actual to be considered. **Minute-** so confirmed - remote.

Meeting closed at 20.53

Signed as a true and accurate record: Dated:
 Cllr K. Moloney, Chairman presiding

GRENDON UNDERWOOD PARISH COUNCIL -					
TRANSACTIONS					
				SEPT	2020
Transaction Date	Transctn Type	Transaction Description	Debit Amount	Credit Amount	
01/09/2020	SO	MARION RYLEY Professional Services	£ 10.00		
01/09/2020	FPO	HMRC	£ 67.60		
01/09/2020	FPO	CLERK AUGUST 2020 SALARY	£ 270.40		
01/09/2020	FPO	NBPPC SUBS TO 310321	£ 20.00		
01/09/2020	FPO	GM OUTDOOR verges Inv1578	£ 185.00		
01/09/2020	FPO	GM OUTDOOR churchyard inv1579	£ 90.00		
01/09/2020	FPO	WICKSTEED LEISURE Playground Inspection inv811113	£ 192.00		
18/09/2020	DD	BC AYLESBURY GEN WASTE	£ 24.70		
29/09/2020	BGC	BUCKS CNCL Precept Pt2			£ 10,145.00
30/09/2020	FPO	HMRC	£ 67.60		
30/09/2020	FPO	CLERK SEPT 2020 SALARY	£ 270.40		
30/09/2020	FPO	GM OUTDOOR verges inv1608	£ 185.00		
30/09/2020	FPO	GM OUTDOOR churchyard inv1607	£ 90.00		
30/09/2020	FPO	FENLAND LEISURE PR slide replacement	£ 1,686.00		