



# GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to the Parish Clerk on [clerk.gupc@outlook.com](mailto:clerk.gupc@outlook.com)

Tel: 0787 368 3043 Web Site: <https://www.gupc.org.uk/>

## **MINUTES of a GENERAL PARISH COUNCIL MEETING held in Grendon Underwood Village Hall at 7.30pm on 22<sup>nd</sup> February 2022**

Issue date – 25<sup>th</sup> March 2022

B. Martindale - Parish Clerk

*Under current Government legislation, meetings must now be held face to face by law. Dates are published to the Council web site & noticeboards in sufficient time for residents to attend & actively participate.*

The Chairman will bring meetings to order at 19.30, unless otherwise stated on the web site, and participation will be taken as consent to abiding by the meeting rules on the web site.

**Prior to the meeting being formally constituted for Council business, the Chairman may hold an Open Forum for Parishioners and for occasional external contributions (under adjournment): 15 minutes for residents and other members of the public to raise questions, make comments, suggest future agenda items etc. Items requiring decisions must be deferred for inclusion in the next agenda.**

The current COVID-19 status in Buckinghamshire can be seen on [Buckinghamshire Council | COVID-19 Dashboard](#)

The current status of the NO MORE PRISONS HERE campaign can be seen on the GUPC web site at [www.gupc.org.uk](http://www.gupc.org.uk)

**Stop the Mega Prison Campaign** - The Chair of the Working Group has contacted the SRA Chair to discuss an agreed new SRA objection. Several new submissions to the Planning Portal from the Applicant and Planning Consultees have evoked responses from the Parish Councils, also posted to the Portal. **Minute-** agreed to post latest LVIA response to Planning Officer and devcon portal.

**2202.01 Attendance and apologies:** To note and accept any apologies.

**Attending;** Cllrs Moloney (Chairman), Benfield, Jackman, Scanlon, Fearly, County Cllr Macpherson, Clerk.

**Apologies;** Cllr Harris.

**Absences;**

**Public Attending:** Chair SRA & no members of public

**2202.02 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 declared

**2202.03 Approval of Minutes;** To agree and sign the minutes from the Annual Meeting of Grendon Underwood Parish Council held on 25<sup>th</sup> January 2022 as a true & accurate record. The Minutes are circulated prior to the meeting to allow them to be taken as read. No amendments had been requested by the cut-off date. **Minute-** so approved.

**2202.04 Regulatory.**

**Standing Orders, Council Policies, Procedures & Protocols;** Procurement Policy Note PPN 10/21 advises new thresholds for procurement contracts. Clerk has verified with Crown Commercial Service. Little used NPPF provision to protect green spaces in NPPF. To update relevant Policies. **Minute-** noted. Agreed to update relevant Policies.

**Other Legislation & NALC Advice;** to monitor changes. Nothing to report. **Minute-** noted.

**2202.05 Finance & Accounts.**

- Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting. To confirm up to date for period. All MUGA invoices paid. S106 money received. VAT recovered. **Minute-** up to date.
- To review Grants – Incoming;
  - Contribution to playground fencing has been submitted to H&WCB by Cllr Moloney. **Minute-** pending
  - Contribution to grass cutting equipment has been submitted to HS2 Community Fund. Cllr Jackman to further progress with assistance from HS2/EKFB. **Minute-** HS2CF application refused. Revert to original plan – acquisition by GUPC with grant from S&S.
  - Contribution to church crossing application has been submitted to HS2CF by Clerk. County advise next tranche can be applied for in March. Whilst previous applications can be referenced, another {4<sup>th</sup>} application must be submitted. Funding not expected until next year. **Minute-** Clerk to meet with County feasibility contractor 23Feb22.
  - Contribution to SpeedWatch campaign suitable for application to both HS2CF & H&WCB. Cllr Harris to report. **Minute-** postponed due to illness. Cllr Benfield to identify sockets.
- To review Grants – Outgoing; none forthcoming. **Minute-** noted.
- To review contracts, leasing & loans –
  - Loan payments on schedule.
  - SSE contract started; Opus DD terminated.
  - Renew Microsoft 365 annual subscription. – agreed to renew.
  - GM Outdoor no longer active – alternative suppliers to be contacted.

**2202.06 Planning & VALP;** to review any major developments proposed. To consider Consultee requests

awaiting response & to ratify any applications processed by fast-track protocol & submitted as resolved.

**Minute-** the Chairman was dismayed with current responsiveness of County Planning. Cllr Macpherson advised critical shortages of staff and resource is being addressed as quickly as possible.

22/00302/APP Springhill Rd. NO OBJECTION. 22/00550/ADM Prison demolition – noted. 21/02851/AOP Prison new block plan- noted.

**2202.07 Environment.** To report any issues in respect of:

- a Highways under Highways Act 1980, ss43, 50 (inc footpaths); **Minute-** none reported
- b Crime Prevention/ Footpath Lighting under Parish Councils Act1957, s.3 – to report any outages. **Minute-** nothing reported
- c Verges & Hedges; **Minute-** nothing reported.

**2202.08 Communications & Reports.**

**1. with Parish**

- i. **Springhill Residents Association (SRA).** The SRA Chair attended and clarified points arising.
  - **Minute-** She advised the SRA had held a meeting in January – minutes to be posted to the SRA web site. Whilst the SRA Chair has confirmed the S106 process is well known, Cllr Jackman advised he would be attending next SRA meeting on 3Mar22 to confirm the legal position of the Council regarding S106 in depth.
  - S106 money arising from the development at Springwood House (aka Moat View) currently held at County must be used by 2024 and any proposals for it need to be fully costed and risk assessed and notified to GUPC no later than March 2023. Relevant support documentation had been provided to SRA chairman. If a proposal for a Springhill project is not forthcoming, in time, the funds will be allocated elsewhere in the parish or to other parishes to avoid it being returned to the developer (with interest). It has been confirmed the location of a development does not define where or how the money derived from it can be used. Money arising from any development within the parish can be allocated to any eligible project. **Minute-** understood.
  - SRA discussions with prison - so far inconclusive; no feedback forthcoming. Release of the green space by MoJ subject to MoJ agreement. As previously confirmed, leasing to the Council would allow VAT benefits but liabilities arising would be extensive & crippling expensive. **Minute-** the Governor had been involved and discussions on-going. The SRA Chair agreed to notify Council of any meeting arising.
  - Lighting- Cllr Scanlon has carried out an estate lighting survey to allow Council to submit a request to BC Highways and the Clerk has submitted to County Highways (Fix My Street)- rejected as estate has not been adopted. It has been advised that Council is not empowered to spend public money on assets located on private property and Cllr Rand has confirmed the estate is not adopted by BC and agreed assuming such responsibility would represent an unacceptable financial, security & safety liability for the Parish Council. **Minute-** Cllr Macpherson concurred with Cllr Rand and confirmed that the FixMyStreet response would be the only outcome available to County for unadopted land. The SRA Chair requested advice for any alternatives. Suggested direct contact with MP.  
It is generally felt the prison should be responsible for all lights on the estate as there is no legal transfer of light liabilities to owners in their property deeds.  
In addition, it had been noted that residents of the estate enjoy lower Council Tax rates than other residents of the parish and if the difference is regularly accrued by residents, it could provide the matching funding required for grants. However, retrospective arrangements for a resident led management committee is not a viable option.  
Highways- Notwithstanding that maintenance of highways on other privately owned estates is paid for by the residents themselves through Management Agency contracts & GUPC is committed to treating all residents equally, there remains a discretionary, legacy earmarked reserve to support a SRA project subject to full legal compliance & without liability.  
The prison has contacted UKPN regarding outages on the main drive and have advised they are considering 'adopting' the ones on the green.
  - The SRA Chair has provided the link to the SRA web site where minutes will be posted & this is posted to the GUPC web site under Stakeholders. **Minute-** She will investigate posting the constitution, membership and committee members as well.
  - Provision of a public access notice board for the Association and church. Referred to HMP Out-Work Programme. HMP advise they are still bound by restrictions preventing start. **Minute-** noted
  - The abandoned vehicle restricting access to the substation has been sold on and removed. TO CLOSE. **Minute-** CLOSED
  - It has been requested that the SRA be able to hire the VH FOC. This has been refused to avoid preferential treatment. Council agreed to consider an application for public grant support without obligation and subject to compliance with legal constraints.
- ii. **Speeding:** To confirm status by GU speed-lead & liaisons with Edgcott speed lead. **Minute-** postponed due to illness.
- iii. **Fly tipping in Broadway layby-** latest advice is by end month. **Minute-** County has advised further delays and parked trailers preventing action.

- iv. **Village pump-** Cllr Benfield has advised reinstatement by end month. **Minute-** Cllr Benfield to expedite by 31Mar22.
- v. **Village Blackboard-** Referred to HMP Out Work Programme. timing not available. **Minute-** noted.
- vi. **Kingswood Bustop-** Referred to HMP Out Work Programme. timing not available. **Minute-** blown over in storm Eunice. Insurance claim in progress.
- vii. **HM Queen Elizabeth II Platinum Jubilee, June 2022-** To review arrangements. Inaugural meeting convened 3<sup>rd</sup> February 2022. A project lead to be appointed. County music grant applied for. **Minute-** Arts Council grant refused. Alternative funding to be finalised. Cllr Benfield to Chair the enterprise. Events to take place for 4 days from 2Jun22. Suggestions for an appropriate monument discussed- ideas pending.

## **2. with other Authorities & Statutory Bodies**

### **i. BCC**

- Reclaim County land for Community – on going. County has contacted to progress. **Minute-** Clerk to meet with County contractor 23Feb22.
- HS2/EWR- County have called for a judicial review of some construction routes. To request update from Cllr Macpherson. **Minute-** nothing relevant to GU construction route. CLOSED.
- Kingswood traffic risk on A41 – meeting held 4<sup>th</sup> Feb22. County had developed plan for entry to Kingswood from Bicester but not from Aylesbury. Suggested supplementing the Highways budget with Community Board funding. No work on entrance to the Akeman. No work on the dual carriageway as considered not lethal enough. Cllr Moloney to report status. **Minute-** Cllr Moloney complimented County Highways reps on engagement. Another meeting scheduled in 2 weeks.
- Haddenham & Waddesdon Community Board- Cllr Fealey attending. Expression of interest for benches. **Minute-** pending due to illness.

## **3. With Stakeholders**

- i. **Community Police Team.** Walk round offered; dates to be finalised. Walk around estate to be progressed in Spring. **Minute-** discussed latest sheep killing mass slaughter. Police had been in touch. Will escalate. Dogs on a Lead Notice to be forwarded to Clerk for posting.
- ii. **Village Hall.** Cllr Fealey to report as GUPC Trustee; **Minute-** report received- *“The treasurer has prepared end of year accounts and had them checked by the auditor. They will be presented to the Trustees at the AGM for adoption.*

*Bookings remain very strong with many parties etc now that Covid restrictions are removed. An order has been placed to replace the floor coverings in the 3 dressing rooms.”*

- iii. **Saye & Sele.** Cllr Jackman to report as GUPC Trustee. To review leasing the recreation field and implications of on-going maintenance and management as a Community Healthy Living Asset. Meeting of S&S on 17/01/22 agreed leasing in principle. Lease contract to follow. **Minute-** lease document forthcoming. Report received – *“There has not been a meeting since the last report. A draft lease for the Grendon Underwood playing field in favour of the PC is in preparation. An application for a grant from HS2 for £10k has been submitted on behalf of the PC- this time hopefully on the correct form!! If successful, the grant will mean the £10k set aside for this purpose by the Saye and Sele may not all be required although some probably will as “match funding would be required” Two grants have been agreed by e- mail-one each in Grendon and Quainton.”*
- iv. **School:** status from school liaison - common problem with dog fouling. School has expressed thanks for support of Tree Planting community event held 12<sup>th</sup> February. **Minute-** noted.
- v. **HMP Springhill & Grendon Prisons.** Outwork project timing to be advised; leasing meetings with SRA will be explored; prison responsible street lighting will be progressed; abandoned vehicle on prison land removed; application for expansion of current HMP awaited. **Minute-** noted.
- vi. **Greatmoor EfW Community Liaison Group.** Last minutes circulated. **Minute-** Cllr Moloney noted high degree of compliance and on-going significant contribution to reducing landfill & contribution to County energy resource.

## **4. With Infrastructure**

- HS2, EWR; multiple road closures continue to blight the whole area. **Minute-** noted.

## **5. With Suppliers.** New SSE contract started Jan22. **Minute-** noted.

## **2202.09 Amenities.**

- i. **Playground:** to consider status of the upgrade –Further to a one-subject extra-ordinary meeting on 24<sup>th</sup> August, a concept plan formulated and invitation for vendor expressions of interest posted to GOV.UK Contracts Finder on 1/9/21. 11 vendors expressed an interest; 7 vendors have attended site visits. 4 Concept proposal submissions & quotes have been received & circulated by closing date of 25<sup>th</sup> January 2022. Vendor selection meeting held 22<sup>nd</sup> February 2022. **Minute-** preferred supplier selected. Clerk to notify all applicants. Funding to be finalised from various sources.
- ii. **MUGA;** to hear an update; Completed December 2021. Footpath shortfall to be resolved against resolution at last meeting to complete the path down to the car park. Opening ceremony postponed to March 2022, pending acceptable pathway condition. **Minute-** path completed- invoice pending. Opening date to be finalised with MP.
- iii. **Track:** Ballpark estimates received. Grant funding to be progressed. **Minute-** noted.
- iv. **Defibrillator status-** Inspection and clean completed on 17/11/21. Pads to be sourced in June 2022. Batteries fully charged. To monitor. **Minute-** last inspected 12Feb22. All good.

**MINUTES of a GENERAL PARISH COUNCIL MEETING held at 7.30pm on 22<sup>nd</sup> February 2022**

- v. Grassland habitat/ tranquillity zone. Cllr Jackman has confirmed the lease prohibits any use other than as a graveyard. TO CLOSE **Minute-** CLOSED.

**2202.10 Personnel Matters - 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-** noted.

**2202.11 Open forum for Members** (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** Cllr Jackman would like to discuss litter.

**2202.12 To confirm the date of the next meeting;** To agree 22<sup>nd</sup> March 2022 at 19.30 in GU VH. **Minute-** so confirmed.

Signed as a true and accurate record .....  
Chairman presiding.

Dated: .....

		GRENDON UNDERWOOD PC TRANSACTIONS	FEB	2022
Date	Type	Transaction Description	Debit Amount	Credit Amount
01/02/2022	DD	SALIX loan	£ 510.53	
01/02/2022	SO	MARION RYLEY	£ 10.00	
03/02/2022	FPO	P4 ASSOCIATES LTD MUGA Management INV 201	£ 6,300.00	
10/02/2022	FPO	KOMPAN LIMITED MUGA INV237905	£ 58,221.43	
10/02/2022	FPO	KOMPAN LIMITED MUGA INV237308-3	£ 3,258.57	
18/02/2022	DD	BUCKS COUNCIL Recyc Waste inv	£ 31.35	
21/02/2022	DD	SOUTHERN ELECTRIC for Jan22	£ 57.07	
28/02/2022	FPO	HMRC - ACCOUNTS	£ 67.60	
28/02/2022	FPO	CLERK FEB 2022 SALARY	£ 270.40	
28/02/2022	FPO	MIKE SPENCE T/A MS inv MSE22/023 PRISON VIA	£ 2,025.90	