



# GRENDON UNDERWOOD PARISH COUNCIL

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## MINUTES of a GENERAL PARISH COUNCIL MEETING held on 23<sup>rd</sup> November 2021

*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 brought the meeting to order at 19.30 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.**

HMP Springhill & Grendon Prison Governor attended and minuted at 2111.08, 3, v.  
The Edgcott PC speed liaison attended and minuted at 2111.08, 1, ii.

**The current COVID-19 status in Buckinghamshire can be seen on [Buckinghamshire Council | COVID-19 Dashboard](#)  
To Review the status of the NO MORE PRISONS HERE campaign**

Closing date for objections now closed. Awaiting the decision of the Planning Authority. Due to multiple deficiencies in the OPA, timing remains uncertain. 21/02851/AOP re-issued to include layout as a requirement.

DRAFT Issue date – 29<sup>th</sup> November 2021

*B. Martindale* - Acting Parish Clerk

**2111.01 Attendance and apologies:** To note and accept any apologies.  
**Attending;** Cllrs Moloney, Benfield, Jackman, Fealey, Scanlon, Harris. Clerk.  
**Apologies;** Cllr Macpherson.  
**Absences;**  
Public: 2 stakeholders & no members of the public attended.

**2111.02 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 disclosed

**2111.03 Approval of Minutes;** To agree and sign the minutes from the Annual Meeting of Grendon Underwood Parish Council held on 26<sup>th</sup> October 2021 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.

**2111.04 Regulatory.**  
i. **Standing Orders, Council Policies, Procedures & Protocols;** **Minute-** in progress.  
ii. **Other Legislation & NALC Advice;** to monitor changes. **Minute-** in progress

**2111.05 Finance & Accounts.**

- i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting. To confirm up to date for period. **Minute-** VH invoice outstanding.
- ii) Precept- attended BC Precept meeting 10/11/21. Extra-ordinary GU Budget/Precept request meeting to be arranged in December 21. **Minute-** extra-ordinary meeting agreed for 6/12/21, confirmed VH available.
- iii) VAT reclaim- meeting held 7/9/21. In progress. **Minute-** VAT reclaim submission imminent. Confirmed the MUGA invoice VAT element to be claimed before payment.
- iv) To consider the financial implications of maintaining the recreation field as a Community Healthy Living Asset. It has been resolved to pursue rationalised arrangements in principle pending a fully detailed consideration. **Minute-** to be finalised at next meeting of S&S on 17/01/22. Cllr Moloney to attend.
- v) To review Grants – Incoming; none forthcoming **Minute-** noted.
- vi) To review Grants – Outgoing; none forthcoming **Minute-** noted.
- vii) To review contracts & loans, **Minute-** nothing to report.
- viii) To consider recognition of long service and appreciation of field grass cutting volunteer. **Minute-** agreed £50. Cllr Jackman to provide soccer club bank details to Cllr Moloney.

**2111.06 Planning & VALP;** to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast-track protocol. All submitted as resolved. 21/04088/APP, ufm3, 2Dec21, Fayreways gates & hedge. TO SUPPORT  
21/02851/AOP, ufm17, 3Dec21, Cat.C Prison (now includes layout). TO REPEAT OBJECTION AS PER ORIGINAL APPLICATION.

**VALP:** Publication of the Vale of Aylesbury Local Plan Inspector's Report, link circulated 3/9/21. - noted the VALP, as amended in the report, is now adopted by County and its underlying parameters can now be taken as

## MINUTES of a GENERAL PARISH COUNCIL MEETING held on 23<sup>rd</sup> November 2021

material planning considerations for applications in the parish and are reflected in the Council Planning Response Policy. **Minute-** CLOSED

### **2111.07 Environment.** To report any issues in respect of:

- a Highways under Highways Act 1980, ss43, 50 (inc footpaths); **Minute-** footpath leaf debris BC aware.
- b Crime Prevention/ Footpath Lighting under Parish Councils Act1957, s.3 – to report any outages. **Minute-** none reported.
- c Verges & Hedges; Cllr Jackman agreed to contact owner of overgrowth on bridge in Shipton Leigh. **Minute-** Cllr Jackman & Benfield to investigate & authorised to action as necessary.

### **2111.08 Communications & Reports.**

#### **1. with Parish**

- i. **Springhill Residents Association.** Last meeting 28<sup>th</sup> October 2021 – no feedback forthcoming. As advised at last meeting,
    - 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 Council no later than March 2023. Full 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 to avoid it being returned to the developer (with interest). **Minute-** Cllr Jackman confirmed he had offered to attend an SRA meeting to explain the legal position of the Council regarding S106 in depth. This has been declined. He had also delivered, by hand, full details of the S106 process to the SRA Chairman. This was acknowledged but, as there had been no feedback as to how it had been received by the Association or residents, the Clerk was tasked to contact the SRA Chairman to follow up.
    - SRA discussions with prison - so far inconclusive; no feedback forthcoming. Release of the green space by MoJ and alternatives for acquisition subject to MoJ agreement. As previously confirmed, leasing to the Council would allow VAT benefits but associated liabilities and risk and effective prevention of unauthorised vehicular access would be problematic & expensive. **Minute-** the Parish Council met with the prison governor who advised she had not been made aware of any such discussions. She agreed to follow up with her colleagues.
    - SRA have agreed to provide an estate light & carriageway survey to allow Council to submit a request to BC Highways - no feedback forthcoming. 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-** none forthcoming.
    - SRA have agreed to forward Association meeting minutes, web site, membership, constitution. All still pending **Minute-** none forthcoming.
    - Access to notice board and/or another board for the Association and church. Resolved to buy a public, open notice board for estate use. Cllr Scanlon to get two local quotes. **Minute-** local artisan identified - to be developed.
  - ii. **Speeding:** TVP advise SpeedWatch rollout in Aylesbury Vale to start 15<sup>th</sup> November. Attended SpeedWatch meeting with TVP, 4/11/21. New rules for sites, groups, co-ordinators and volunteers and only Sentinel device approved for feeding data into SpeedWatch [i.e. for enforcement letters to be sent out]. Registration & compulsory training required. To confirm GU speed-lead to liaise with Edgcott speed lead. **Minute-** the Clerk summarised the meeting and proposed a hybrid mobile/ fixed equipment solution. The Edgcott liaison would take it back to Edgcott PC. It was agreed to apply for third party grant funding and cover any shortfall 25% from Edgcott and 75% from GUPC. Cllr Harris agreed to be the GUPC Speed lead Councillor and the Clerk will forward contacts and links for proposal generation & grant application.
  - iii. **Fly tipping in Broadway layby-** BC Highways are scheduling plans to bund - BC to follow up. **Minute-** to be chased.
  - iv. **Village pump-** Cllr Benfield to advise status. **Minute-** in progress.
  - v. **Village Blackboard-** Resident requested 10/9/21; previously resolved to refurbish. Quotes from Springhill noticeboard supplier to be obtained. Cllr Benfield to advise status. **Minute-** local artisan identified to commence as capacity becomes available.
  - vi. **Memorial Day service-** wreath sourced from British Legion. To ratify wreath payment. **Minute-** so ratified.
  - vii. **HM Queen Elizabeth II Platinum Jubilee, June 2022-** To consider arrangements. **Minute-** deferred to January meeting.
  - viii. Resident dispute with Gigaclear concerning their cable on his private property. **Minute-** confirmed the Council has no power to influence the cable contractor. Cllr Fealey to advise possible way for resident to dispute.
- #### **2. with other Authorities & Statutory Bodies**
- i. **BCC**
    - OxCam Arc Spatial Briefing for Parish Councils on HMG consultation [started 21-07-21 for 12 weeks] held 4/10/21. TO CLOSE. **Minute-** CLOSED
    - HS2/EWR- County have called for a judicial review of some construction routes. **Minute-** to request update

from Cllr Macpherson.

- Town & Parish Charter. TO CLOSE. **Minute-** CLOSED
- To consider a request for roadside mirror to aid resident egress onto Edgcott Road, received 5/8/21. On-site meeting held with BC, 4/11/21. Circulated the Bucks. Highways County wide standard response to mirror installation requests. To consider alternatives. **Minute-** Clerk to confirm to resident Council has no power to subvert BC Highways legal requirements.
- ii. Kingswood traffic risk on A41 notified 14/9/21. Meeting of MP, Police Commissioner, BC Cabinet Member & residents on 1<sup>st</sup> October 21 @ 17.30 at Akeman. Cllr Moloney to report status of County Highways feasibility study scheduled November 21. **Minute-** Cllr Moloney reported the feasibility study had commenced but was delayed. Completion date to be requested.
- iii. **Boundary Commission** – consultation for parishes notified 7/9/21. TO CLOSE. **Minute-** CLOSED.
- iv. **Haddenham & Waddesdon Community Board-** Cllr Fealey attended meeting 4/11/21. Contribution to church crossing application in progress. **Minute-** Clerk to progress. Contribution to playground upgrade application in progress. **Minute-** Cllr Jackman to progress. Contribution to SpeedWatch campaign suitable for application. **Minute-** Cllr Harris to progress. Contribution to tree planting campaign suitable for application. **Minute-** to recommence in Spring 2022. Expression of interest for benches. **Minute-** pending advice from Board.
- v. **H&W CB Freight Advisory Group** – Meeting 5/10/21 @ 18.30, link circulated 14/9/21. TO CLOSE. **Minute-** CLOSED.
- vi. **Parish Liaison Meeting** - Meeting 13/10/21 @ 18.30. TO CLOSE. **Minute-** CLOSED.

### **3. With Stakeholders**

- i. **Community Police Team.** Walk round offered; dates to be finalised. Cllr Scanlon requested walk around Springhill. **Minute-** Clerk to get dates.
- ii. **Village Hall;** to receive a report & review GUPC Trustee; **Minute-** requested new PC Trustee be appointed. Cllr Fealey duly nominated and accepted.
- iii. **Saye & Sele;** to receive a report. **Minute-** next meeting 17/01/22; Cllr Moloney to attend.
- iv. **School:** status from school liaison - common problem with dog fouling. Email 9/11/21 – tree delivery delayed. Planting community event now in Spring 2022. **Minute-** noted.
- v. **HMP Springhill & Grendon Prisons.** **Minute-**

The Governor attended and was pleased to advise the HMP [Outwork](#) Programme was back in full, post-covid swing with 50 residents in external work programmes. The new community shop, open on Fridays, is well accepted.

No reported Covid infections currently and vax uptake very high. Very happy to support Council initiatives - Clerk to send details of requests for consideration.

Had not been involved with Springhill Residents Association, to date, but would liaise with colleagues in HMP Estates to ascertain status of leasing of green space on the residential estate. Also, happy to support any initiatives the Association may wish to bring to her attention so long as they represent a majority on the estate and they are legally viable.

Whilst accepting responsibility for streetlights on the main entrance drive, other estate lighting is on private property and not subject to HMP control. There was concern that ownership of the sub-station on the estate, that could possibly be feeding the estate, is not known and it was, in any event, inaccessible and probably obsolete and dangerous. To be resolved.

Noted local concerns over absconders & other prison associated crime, residents and visitors, especially drug related. Advised absconding is very rare and absconders always leave the area as soon as they can. Local crime, associated but external to HMP, remains modest. Always an immediate response and lessons learned fed into a robust prevention system. Rumour busting stats to follow.

Advised the current work on site is associated with improving accommodation for Covid compliance and fire regulations compliance. Interested parties are welcome to visit site.

Advised a planning application will be submitted for an increase of 120 residents, from 335 to 455, within current facility..

There is no major concern over a minor uplift in staffing levels and recruitment but implications on catering, medical, probation support & car parking yet to be resolved. Impact on the plans for a third prison not yet finalised

- vi. **Greatmoor EfW Community Liaison Group.** Minutes of last meeting, 23/08/21 circulated 12/11/21. Last meeting, 17/11/21, agenda circulated 12/11/21. **Minute-** Cllr Moloney reported continues to operate within mandatory parameters.

### **4. With Infrastructure**

- HS2, EWR; multiple road closures continue to blight the whole area. Monitoring large potential scale developments in the Arc. **Minute-** Cllr Jackman has a grant application for grass cutter in progress with HS2 Community Fund.

### **5. With Suppliers.** Nothing to report. **Minute-** noted.

### **2111.09 Amenities.**

- i. **Playground:** Upgrade & Dog fouling – it has been resolved to provide a safe, dog free, toddler friendly play area within the bounds of the current playground. 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. Site visit

**MINUTES of a GENERAL PARISH COUNCIL MEETING held on 23<sup>rd</sup> November 2021**

programme now closed. Concept proposal submissions are requested by this meeting date. **Minute-** three proposals have been submitted. Will consider all available at extra-ordinary vendor review meeting 6/12/22.

- ii. **MUGA**; to hear an update; a preferred supplier was nominated from the 11 expressions of interest received and approved Project Manager engaged. Commenced: 25<sup>th</sup> October 2021/ completion projected at end November 21. Footpath route agreed & in progress. 1<sup>st</sup> invoice received. **Minute-** footpath now resolved. Cllr Jackman confirmed S106 submission had been made and BC release was in progress. The Clerk confirmed VAT claim also in progress. Cllr Moloney proposed an opening ceremony and agreed to invite MP & BC.
- iii. Request for wheelchair friendly path around perimeter of field. To consider. **Minute-** Not budgeted; to consider for next Financial Year. Clerk to advise resident.
- iv. Bus stop at Kingswood – to consider refurb. Cllr Benfield to propose solution. **Minute-** local artisan in negotiations.
- v. Defibrillator status; service due November 2021. Cllr Benfield to report on sourcing replacement electrode pads. **Minute-** Cllr Benfield confirmed he had carried out an inspection and clean on 17/11/21. Pads to be sourced in June 2022. Batteries fully charged.
- vi. War Memorial: Cllr Fealey will tidy up. Scouts to clean subject to risk assessment. **Minute-** CLOSED.
- vii. Grassland habitat/ tranquillity zone. **Minute-** Cllrs Moloney & Harris to meet to develop proposal. Clerk to forward Land Registry record.
- viii. Village CCTV: requested 20/9/21. **Minute-** CLOSED.
- ix. To consider senior citizen amenities. **Minute-** Cllr Moloney was concerned that loneliness among the senior citizens of the Parish is being overlooked. She will lead an initiative to visit residents to remedy. Separately, a stand-alone 3<sup>rd</sup> Age lunch club was considered but would need to be self-administered & funded for legal reasons and local business support may be forthcoming.

**2111.10 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. Further to the Vacancy notice for Co-opted Councillors, four expressions of interest have been considered and prospective candidates confirming eligibility have been contacted. Mandatory new councillor forms completed and witnessed. Cllr Moloney agreed to meet with Councillor-designate to discuss lead projects -arranged 19/11/21. **Minute-** Meeting held. Confirmed all co-opted Councillors are now fully constituted.

**2111.11 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.

**2111.12 To confirm the date of the next meeting;** To agree 25<sup>th</sup> January 2022 at 19.30 in GU VH. **Minute-** so confirmed. And extra-ordinary meeting 6/12/21, 18.00. VH.

The Chairman thanked all present & closed the meeting at .....

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

		GUPC - BANK TRANSACTIONS	NOVEMBER	2021
Date	Type	Transaction Description	Debit Amount	Credit Amount
01/11/2021	SO	MARION RYLEY	£ 10.00	
01/11/2021	FPO	HMRC - ACCOUNTS 31OCT21	£ 67.60	
01/11/2021	FPO	CLERK OCT 2021 SALARY	£ 270.40	
17/11/2021	DD	OPUS ENERGY LTD 0750932	£ 102.81	
18/11/2021	DD	BUCKS COUNCIL GenWaste 7000439	£ 24.70	
25/11/2021	FPO	GU VILLAGE HALL QTR 3 2021 HIRE	£ 160.00	
25/11/2021	FPO	ROYAL BRITISH LEGI GUPC WREATH	£ 18.00	
25/11/2021	FPO	GM OUTDOOR INV 1760/1897	£ 550.00	
25/11/2021	FPO	PAUL JACKMAN OCT 21 MUGA EXPS	£ 10.50	
25/11/2021	FPO	HMRC - ACCOUNTS 25NOV21	£ 67.60	
25/11/2021	FPO	CLERK NOV 2021 SALARY	£ 270.40	
30/11/2021	BGC	BUCKS CNCL BACS S106 draw down		£ 33,761.10