



GRENDON UNDERWOOD PARISH COUNCIL

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

MINUTES of a GENERAL PARISH COUNCIL MEETING held on 28th September 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 will bring 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.

Matters arising: Residents related to a planning application to be discussed, representatives of GUCSchool in relation to the Woodland Trust initiative, representatives of Kingswood Committee in regard to traffic calming on A41 and the MUGA Project Manager were in attendance. All matters were on the agenda and are minuted under the relevant sections.

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 in detail in the OPA, timing is uncertain – probably sometime in October 21.

Residents have noticed activity on prison owned land at entrance to site. Reasons are unknown but it is on their own land and does not require further planning permissions.

DRAFT Issue date – 1st October 2021

B. Martindale - Acting Parish Clerk

2109.01 Attendance and apologies: To receive and accept any apologies.
Attending; Cllrs. Moloney (Chairman), Benfield, Jackman, Fealey, Scanlon, Rand (part).
Apologies; Cllrs Macpherson, Mahon.
Absences; none.
Public: 6 members of the public were present.

2109.02 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.

2109.03 Approval of Minutes; To agree and sign the minutes from the Annual Meeting of Grendon Underwood Parish Council held on 27th July 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:** duly signed off as a true & accurate record.

2109.04 Regulatory.
i. **Standing Orders, Council Policies, Procedures & Protocols;** update Planning Response Policy. **Minute-** agreed to develop to reflect latest NPPF, June 21 & VALP, adopted Aug21.
ii. **Other Legislation & NALC Advice;** to monitor changes. New Code of Conduct template circulated 13/08/21. **Minute-** agreed to develop.

2109.05 Finance & Accounts.
i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting. **Minute-** confirmed up to date for period.
ii) VAT reclaim- meeting held 7/9/21. In progress. **Minute-** awaiting resolution.
iii) Asset Renewal – status of contribution to replacing the grass cutting equipment community asset pending due to absence at last meeting. **Minute-** Saye & Sele meeting to be held in October to discuss final arrangements.
iv) To consider agreement with Edgcott to split contribution to anti-prison campaign publicity. Edgcott has agreed split proposed at last GUPC meeting - 75% GUPC / 25% Edgcott PC. **Minute-** Clerk authorised to issue invoice to Edgcott to terms agreed.
v) External Audit – the auditor has advised the council submission has been approved. Mandatory postings were actioned in due time. **Minute- CLOSED.**
vi) To review Grants – Incoming; none forthcoming **Minute-** noted.
vii) To review Grants – Outgoing; none forthcoming **Minute-** noted.
viii) To review contracts & loans; all current **Minute-** noted.

2109.06 Planning & VALP; to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast-track protocol.

Note: correction – should read 21/03519/APP: 21/03517/APP, ufm10, 9/9/21 by 7/10/21, Dunmead Farm

change of use of field. – Cllr Fealey has forwarded request from resident with alternative location 13/9/21. **Minute-** both the applicant and the neighbour immediately adjacent to the proposed plot were given every opportunity to appraise council of concerns for consideration in the planning balance. The chairmen confirmed that the ultimate decision maker is the Planning Authority at County but local concerns will be considered as reported by the Parish Council and on the BC Planning Portal. Having balanced both sides carefully, it was resolved to not object to the application but to add a caveat noting the claimed environmental impact as advised.

21/03517/APP, ufm13, 8/9/21 by 6/10/21, Dunmead Farm change of use of barn. **Minute** – NO OBJECTION. CM/0035/21, ufm19, 6/9/21 by 27/9/21 consultation on Application for solar park at Calvert Landfill. **Minute-** noted. 21/03484/ACL, no request, HS2 compound. **Minute-** noted.

21/03284/APP, no request, Red Furlong Farm – HS2 skills training centre **Minute-** resolved to strenuously OPPOSE.

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

2109.07 Environment. To report any issues in respect of:

- a Highways under Highways Act 1980, ss43, 50 (inc footpaths);
Footpath on bridge collapsed reported by resident. Reported fixed on 13/9/21;
HS2 sign obscuring Broadway egress onto A41 reported by resident. Reported fixed;
Protruding manhole cover reported by resident. Reported 10/9/21. Reported fixed;
School report of broken utility access cover on footpath. Reported to Thames Water. Awaiting resolution advice.
To consider a request for roadside mirror to aid resident egress onto Edgcott Road, received 5/8/21. **Minute-** Clerk authorised to explore options.
Kingswood traffic risk on A41 notified 14/9/21. Meeting of MP, Police Commissioner & residents on 1st October 21 @ 17.30 at Akeman. **Minute-** a feasibility study has been commissioned but timing, the extent of any mitigation works & who takes lead responsibility yet to be confirmed. The Chairman assured attendees from Kingswood that GUPC will support local initiatives in so far as legally possible. As a stretch of the highway in question runs through Ludgershall parish, she suggested they should be involved if only by way of common courtesy. She agreed to contact their Chairman urgently. A request for funding from GU precept would need a formal application with fully costed proposal and other contributors detailed.
- b Crime Prevention/ Footpath Lighting under Parish Councils Act 1957, s.3 – to report any outages. **Minute-** none reported.
- c Verges & Hedges; **Minute-** noted a report regarding grass cuttings restricting ditches at Springhill. Not considered to be the root cause of consequences described.

2109.08 Communications & Reports.

1. with Parish

- i. **Springhill Residents Association.** the Chair of the SRA has advised matters arising from last meeting and Council has confirmed it is only too pleased to attend meetings if invited – *the council was made aware of recent third-party communications and ill-informed postings to social media resulting in a confused understanding of the S106 money release process from County. Cllr Jackman agreed to attend any SRA meeting if invited to explain the process fully. He stressed that S106 money arising from the development at Springwood House (aka Moat View) currently held at County has to 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. Clerk actioned to contact the Chair accordingly.*
Release of the green space by MoJ and alternatives for acquisition subject to SRA discussions with prison estate – *to be advised.*
Web site, Association Constitution and fiscal controls still in progress – *achieved.*
Access to notice board and/or another board for the Association and church – *resolved to buy a public, open notice board for estate use.*
Estate light & carriageway survey to allow Council to submit a request to BC Highways; 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 – *no report.*
Resolution of parking & general appearance of estate pending – *pending association management.*
Minute- in italics above.
- ii. **Speeding:** TVP advise speed monitoring has recommenced. They do not get involved with ANPR equipment - identifying a supplier to be explored. **Minute-** late advice from Bucks 23/9 – any roadside equipment must be non-Home Office approved. ANPR units cost £15k each + operator's licence needed.
CLOSED
Resident request for MVAS pending. Trained volunteer operators are identified- processing of data and equipment liability to be established. The Clerk has contacted supplier for purchase of Council unit. Pending availability of Council to attend demonstration. **Minute-** Cllrs Moloney & Fealey agreed to meet with supplier for demonstration. Clerk to get dates from supplier.
- iii. **Fly tipping in Broadway layby** BC Highways are scheduling plans to bund - awaiting advice due to absence. **Minute-** pending

- iv. **Village pump state of repair;** Cllr Benfield estimates repairs at £200 & has been authorised to progress up to max £200. **Minute-** Cllr Benfield will progress.
- v. **Refurb blackboard –** requested 10/9/21 **Minute-** resolved to replace the entire face of backboard. Cllr Benfield to progress.
- vi. **Resident correspondence -** re Springhill lights: responded 13/9/21 – noted and concurred.

2. with other Authorities & Statutory Bodies

- i. **BCC**

OxCam Arc Spatial Briefing for Parish Councils on consultation [started 21-07-21 for 12 weeks] **Minute-** now on 4th Oct, 17.00 – 18.00 on Teams. Agreed with County concerns over local democracy.
HS2 Road Safety Fund – funding for church crossing from BC HS2 Road Safety Fund refused. TO CLOSE. **Minute- CLOSED**
Town & Parish Charter – New Charter circulated 16/7/21. email 21/09/21 to advise Buckland Parish Council will not be signing the charter due to a perception that Parish Councils would be in danger of signing away some of their legal rights on Planning thereby effectively rendering the planning powers of legally mandated Planning Consultees as ineffectual in any planning balance carried out by the County Planning Authority. **Minute-** noted under advisement.
Consultation - Number of Councillors. **Minute** – agreed with 120.
Email request – Peter Cooper, BC-Wing Ward, 20 mph response requested. **Minute** – considered expensive to implement, ineffectual and non-enforceable. But basic objective supported.
- ii. **Boundary Commission –** consultation for parishes notified 7/9/21. **Minute-** no comment.
- iii. **Haddenham & Waddesdon Community Board;** contribution to church crossing to be applied for. Contribution to playground upgrade to be applied for. Link to application form received 31/8/21. Cllr Fealey attended last meeting on 30/6/21, record circulated 2/9/21, and agreed to contact BC with a view to arranging a site visit and advice on applying for a grant. Next meeting 4/11/21 @ 19.00, link circulated 2/9/21. Proposal for eligibility of green space development at Springhill to be developed by SRA, who advise they may attend meetings.
All require definitive, costed plans. Discussions confirm closing date for next tranche applications is 30/9/21 for fund release not before 2022. **Minute-** in progress.
- iv. **H&W CB Freight Advisory Group –** next meeting 5/10/21 @ 18.30, link circulated 14/9/21. **Minute** – noted.
- v. **Parish Liaison Meeting -** last meeting 14/7/21. **Minute-** noted.

3. With Stakeholders

- i. **Community Police Team.** They advise a resident had told them the parish council had refused permission to erect a higher fence sufficient to secure an aggressive dog. Confirmed the PC does not have this power & agreed to find out who does. Other matters of concern were confirmed with PC Chalk on 1/9/21- ANPR / crime levels/ offered to do village walk around if given dates. **Minute-** BC have advised planning laws for fences but ultimate responsibility for dogs is the owner.
Community Police report submitted 24/09/21 advising low crime, fatality on A41 & latest absconder under investigation.
Walk round dates to be finalised.
- ii. **Village Hall;** to receive a report; **Minute-** Cllr Jackman reported the Hall is progressively re-opening after the shutdown, adding puppy training & APPAS to the books. And the Friday evening bar is popular in the good weather.
- iii. **Saye & Sele;** to receive a report. **Minute-** Cllr Jackman reported discussion on improving the Trust's activities are on-going. The only educational grant in period was approved.
- iv. **School:** status from school liaison - common problem with dog fouling. Signs for the gate are being dealt with by Joanne Marchant. Signage has to go through County as it has the school logo on it. Woodland Trust has just reopened their "plant trees for schools and communities". Status to be advised. Wendy Kerr is the contact and will be pre ordering the said trees imminently. Council has confirmed wish to collaborate as much as possible. **Minute-** two school reps attended to advise a large number of indigenous tree species saplings are ordered from The Woodland Trust and they requested support for a 'community involvement day' and volunteers to plant them both at school and throughout the parish as space is available. Council is keen to support and offered to get signs printed to already finished artwork. Agreed to send artwork and planting days detail to the Clerk for publicity on web site & social media.
- v. **HMP Springhill & Grendon Prisons. Minute-** nothing to report.
- vi. **Greatmoor EfW Community Liaison Group.** last meeting 23/08/21, minutes circulated 8/9/21. Next meeting 17/11/21 live. **Minute-** noted.

4. With Infrastructure

- i. HS2, EWR & Ox/Cam corridor; multiple road closures continue to blight the whole area. Monitoring large potential scale developments in the Arc. **Minute-** see above.

5. With Suppliers. High volatility in energy market. NALC recommended broker contacted. **Minute-** awaiting proposals.

MINUTES of a GENERAL PARISH COUNCIL MEETING held on 28th September 2021

- ii. **Playground;** Upgrade & Dog fouling – further to a one subject extra-ordinary meeting on 24th August, overview plan circulated and invitation for vendor expressions of interest posted to GOV.UK Contracts Finder on 1/9/21, closing date 30/9/21. 10 Received to date. To consider finalising a concept proposal for submission to vendors on 1/10/21; arranging site visits, get prices & timescales; convene selection meeting; apply for funding. **Minute-** Playground inspection pending; quotes to be obtained. **Minute-** quotes in progress.
- iii. Council to report on site visit to develop resolution proposals. To consider reducing the play area and fence off. **Minute-**
- iv. **MUGA;** to hear an update; At a properly constituted tender review meeting held on 1st July at VH 7pm, a preferred supplier was nominated from the 11 expressions of interest received. The council Project Manager has been informed. Further to several liaison meetings, Council instruction is needed for the items listed in email of 15/9/21. **Minute-** the PM attended, and Council gave decisions on matters previously advised. Cllr Jackman to draft formal response. It was stressed ongoing maintenance arrangements should be made contractual obligations. Payment arrangements to be finalised with contractor & County. Cllr Jackman agreed to progress with County.
- v. **Notice Boards:** see 2109.08 above.
- vi. Defibrillator status; service due. Cllr Benfield to report. **Minute-** OK till November 2021.
- vii. War Memorial: Cllr Benfield to ask Scouts to consider forming a cleaning working party. **Minute-** Cllr Benfield to progress.
- viii. Grassland habitat/ tranquillity zone. **Minute-** pending.
- ix. Village CCTV: requested 20/9/21. **Minute-** pending.

2109.10 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 have been contacted. Outstanding interview dates are to be notified. **Minute-** one prospective candidate has responded to request for mandatory declarations. Cllrs Moloney & Jackman to convene a mutually convenient interview date. All agreed to accept the findings of the interview panel to underwrite appointment by whole Council.

2109.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** none.

2109.12 To confirm the date of the next meeting; To agree 26th October 2021 at 19.30 in GU VH. **Minute-** so confirmed.

The Chairman thanked all present & closed the meeting at 22.05

Signed as a true & accurate record: Dated:

GRENDON UNDERWOOD PARISH COUNCIL			August	2021
Transaction Date	Type	Transaction Description	Debit Amount	Credit Amount
02/08/2021	DD	SALIX LOAN REPAYMENT	£ 510.53	
02/08/2021	SO	MARION RILEY	£ 10.00	
17/08/2021	DD	OPUS ENERGY LTD	£ 93.34	
18/08/2021	DD	BUCKS COUNCIL GenWaste	£ 30.40	
31/08/2021	FPO	GM OUTDOOR inv1805	£ 275.00	
31/08/2021	FPO	HMRC - ACCOUNTS	£ 67.60	
31/08/2021	FPO	CLERK AUGUST 2021 SALARY	£ 270.40	
31/08/2021	FPO	AVDC 207438	£ 170.50	
31/08/2021	FPO	PKF LITTLEJOHN LLP Extnl Audit invSB20210479	£ 240.00	
31/08/2021	FPO	Office Overhead EXPS TO 18.08.21	£ 42.60	
31/08/2021	FPO	GM OUTDOOR inv1787	£ 185.00	
31/08/2021	FPO	GM OUTDOOR inv1786	£ 90.00	
31/08/2021	FPO	MEDIA PRINT HUB inv9624324	£ 57.23	

MINUTES of a GENERAL PARISH COUNCIL MEETING held on 28th September 2021

GRENDON UNDERWOOD PARISH COUNCIL - TRANSACTIONS			September	2021
Date	Type	Transaction Description	Debit Amount	Credit Amount
01/09/2021	SO	MARION RYLEY Professional Services	£ 10.00	
10/09/2021	BGC	BUCKS CNCL Precept Ptil		£ 10,425.73
17/09/2021	DD	OPUS ENERGY LTD	£ 93.48	
20/09/2021	DD	BUCKS COUNCIL GenWaste	£ 24.70	
30/09/2021	FPO	GM OUTDOOR inv1830 verges & churchyard	£ 275.00	
30/09/2021	FPO	HMRC - ACCOUNTS	£ 67.60	
30/09/2021	FPO	CLERK SEPT 2021 SALARY	£ 270.40	

FINAL