



GENERAL PARISH COUNCIL MEETING MINUTES

Pursuant to the Local Government Act 1972 (various sections), notice is hereby given that a General Meeting of Grendon Underwood Parish Council was held in the Village Hall, Main Street, Grendon Underwood on

Monday 27th October at 18.30hrs

Prior to the meeting being formally constituted for Council business, the Chairman may hold a discretionary Open Forum, for contributions from Parishioners and other stakeholders attending, (under adjournment): Items requiring decisions must be deferred for inclusion in the next agenda.

Bucks County Cllr Fealey raised the following:

- 300 Bucks County Council (BCC) planning applications had been held up due to a lack of biodiversity provision. A Suitable Alternative Natural Green Space has now been identified, and the planning applications will proceed.
- Bucks Draft Local Plan – comments are invited.
- A conservation area review is being conducted – comments are invited.
- A VIP phonenumber is now available for Parishes.
- As an aid to recruit new Parish councillors, Parish Councils may wish to consider changing their name to 'Community Council'
- BCC Helping Hands funding is available for those needing additional help during the cold weather, and the large number of carers who do not apply for allowances. Applications should be made via Bucks County Cllrs Fealey and Mahon.
- BCC are continuing their work with housing provision for children in care.

Cllr Fealey left the meeting at 18.45hrs

1. Attendances

Councillors Present – Cllr Moloney (Chairman), Cllr Martindale, Cllr Jackman, Cllr Scanlon,

In Attendance – Bucks County Cllr Fealey, Clerk

Members of the Public present. None

Apologies. (Councillor): Cllr Benfield.

2. **Minutes of last meeting**, draft minutes of meeting held on 23 September 2025 had been circulated and were deemed to have been read. Within section 10 a Bucks County Plan of 10000 houses had been recorded. The correct number of houses is 95000. **MINUTE:** Duly amended and signed off by Chairman following unanimous approval.

3. Matters deferred from previous meetings:

- a. Rosefield Action Group support. **MINUTE:** Cllr Jackman provided the following update. On Thursday 23 October, The Government's Planning Inspectorate (PINS) accepted Rosefield and EDF's application for Rosefield Solar Farm for examination. The proposal now moves into a 3-month Pre-Examination stage where experts will be engaged to represent the action group. A link will soon be set up on the Government website for parties to register any interest.
- b. Update on new guidance on statutory functions being incorporated into Standing Orders (ref: BALC email 11/7/25 circulated) from meeting on 26 September. **MINUTE** Cllr Martindale has circulated a report to Councillors

recommending the consolidation of actions around the website, e-mails and IT. These actions need to be completed by next May to maintain compliance. There will be 3 new policies which Cllr Martindale will present to Council in May.

- c. Updates to Annual Governance and Accounting Return (AGAR) from meeting on 26 September. **MINUTE:** Cllr Martindale confirmed within his report that all 'smaller authorities' in England must complete an AGAR to demonstrate their compliance with the Accounts and Audit Regulation 2025. An AGAR has been submitted for 2025, and the auditors' subsequent recommendations need to be followed for 2026. **ACTION:** Training session to be organised for Clerk with Cllr Martindale and Cllr Scanlon.
- d. Updates to domain name (gov.uk) from meeting on 26 September. **MINUTE:** Cllr Martindale confirmed the need to budget for and acquire a gov.uk domain name and seven matching council e-mail addresses. This activity must be completed by next May to remain compliant. Cllr Moloney raised the possibility of the potential loss of existing e-mails following implementation, together with the cost implications. Item will be retained as an agenda item for next month. **ACTION:** Cllr Martindale to investigate potential loss of e-mails. **ACTION:** Clerk to obtain quotes to complete updates.
- e. Youth Parish Council update from meeting on 25 September: **MINUTE:** Cllr Moloney confirmed this was due to be discussed at the Community Board meeting but did not appear on the agenda.
- f. Community Board update from meeting on 25 September – **MINUTE:** Cllr Moloney and Bucks Council Cllr Fealy confirmed that 'sport' has been set as a priority to engage youth e.g. establishment of local sports clubs.

4. Planning Applications:

- a) Reserved Matters – new prison: **MINUTE:** Roger Behagg has been corresponding with the Ministry of Justice (MOJ) on behalf of the working party and Edgott and Grendon Underwood Parish Councils.
- b) PL/25/3870/PIP Chapel, Bicester Road, Kingswood **MINUTE:** Council has no objections – unanimous. **ACTION:** Clerk to submit no comment to County.

5. Finance

- 5.1 Expense Claims – **MINUTE:** Cllr Martindale and Clerk approved.
- 5.2 Invoices/quotes

EON - £45.60
Bucks Recycling - £312.00 (approved by e-mail and paid by BACS 26.09.25)
PKF Littlejohn LLP - £252.00
North Bucks Parishes Planning Consortium - £20.00
TEEC - £194.39
Fairford Security - £1194.00
C R Rickard - £150.00

MINUTE: All approved, except EON due to lack of supporting documentation, and to be paid by Cllr Moloney by month end.
ACTION: Clerk to circulate EON invoice and add to next month's agenda.

- 5.3 Grants: incoming -

Police & Crime Commissioner anti-crime grant – **MINUTE:** approved and in progress. Cllr Moloney to attend on-line anti-crime training on 4 November.
Rectory Foundation Grant – remains in progress
SSE grant – **NOTED:** £1100.00 awarded. Marketing publicity for SSE will follow in January.

- 5.4 Grants: outgoing – **MINUTE:** Springhill Residents Group closed.
ACTION: Chair of Village Hall trustees to forward correspondence to Parish Council..

6. Environment

- 6.1 Play Equipment – **MINUTE:** Cllr Moloney confirmed equipment is fully installed and very positive feedback received. **NOTED:** Grendon Rangers Football Club to supply two bags of top soil as and when needed. Project now closed.
ACTION: Maintenance contract will be reviewed and Cllr Moloney will report at next meeting. **ACTION:** Cllr Moloney to action annual inspection.
- 6.2 Playground lease – **MINUTE:** Cllr Jackman to draft an amendment to the lease for Council to approve and forward to Saye and Sele Trustees.
- 6.3 Litter Pick – **MINUTE:** Event a success with good attendance.
- 6.4 Energy From Waste Update – none given as meeting held 27 October therefore no councillors attending.
- 6.5 Highways conference (meeting 26 September) update – **MINUTE:** Cllr Moloney confirmed the highest priority is safety. This will be applied to Church crossing mirrors (see below)
- 6.6 CCTV update – **MINUTE:** Cllr Moloney confirmed additional CCTV has been installed and is in full working order.
- 6.7 Mirrors – **MINUTE:** ongoing - awaiting a quote for the installation of mirrors at the Broadway crossing by the church.
- 6.8 Village Gates – **ACTION:** Clerk to report deterioration on Fix My Street to arrange repair.
- 6.9 Village Planters – **ACTION:** Cllr Moloney to e-mail current supplier as quote for maintenance is out of budget. **ACTION:** Cllr Martindale to contact Waddesdon Manor about the availability of surplus stock.
- 6.10 Hedge cutting - **MINUTE:** Broadway, Springhill and Darley's Close now complete. Awaiting invoice.
- 6.11 Remembrance Sunday Wreath – ordered and ready for collection to be laid to remember the fallen.

7. Biodiversity

- 7.1 Ecology workshop – 26 October. **MINUTE:** Cllr Moloney confirmed this was another successful event with 31 attendees. Future events, led by Berks, Bucks, Oxon Wildlife Trust will be considered.

8. Health & Safety

- 8.1 Review status of Church crossing progress – ongoing.
- 8.2 Playgrounds Inspection **MINUTE:** Cllr Jackman had carried out inspection and submitted hardcopy report for filing. **ACTION:** Clerk to update Playground Inspection form as two existing items missing.

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- 8.3 Defibrillators Inspection. **MINUTE:** Cllr Moloney has completed inspection and will upload results to The Circuit.
- 8.4 Oaktree Cottages resident report of health hazard - **ACTION:** Clerk to e-mail Cllr Mahon and Cllr Fealey for update.

9. Stakeholders

- 9.1 Saye & Sele Foundation – **MINUTE:** Cllr Jackman updated Council on recent meetings. **NOTED:** Chair confirmed thanks to Saye & Sele.
- 9.2 Police – **MINUTE:** regular visits are being conducted in the community.
- 9.3 EKFB – **NOTED:** Chair thanked EKFB for all the help recently with the playground fencing.

10. Personnel – 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) At 1960.

11. Open Forum for Members Only (under adjournment) - for Councillors to bring items to go on the next agenda for discussion at the next meeting.

Cllr Moloney noted land at St Leonards Church will pass in title to St Leonards once the grave yard is full. It is envisaged around two years according to the current Church Warden.

Cllr Martindale recommended the monthly SSE invoice should be reviewed to ensure the monthly direct debit is consistent with the monthly amount anticipated. **ACTION:** Cllr Martindale to train Clerk in review process.

11. Date of Next General Meeting - to confirm 24 November 2025 at 1830 hrs.

GRENDON UNDERWOOD PARISH COUNCIL TRANSACTIONS				Oct-25
Transaction Date	Type	Transaction Description	Debit Amount	Credit Amount
01/10/2025	SO	MARION RYLEY	£ 10.00	
02/10/2025	DD	BC RECEIPTS BCKSCNCL3500401293	£ 39.60	
20/10/2025	PAY	SERVICE CHARGES	£ 4.75	
21/10/2025	DD	SSE ENERGY SUPPLY 0012406-DD01267487	£ 70.75	
31/10/2025	FPO	COLIN RICKARD HEDGE CUTTING	£ 150.00	
31/10/2025	FPO	E.ON ENERGY	£ 45.60	
31/10/2025	FPO	GU VILLAGE HALL HIRE	£ 125.00	
31/10/2025	FPO	NBPPC SUBS TO 310326	£ 20.00	
31/10/2025	FPO	PKF LITTLEJOHN LLP	£ 252.00	
31/10/2025	FPO	TEEC LTD	£ 194.39	
31/10/2025	FPO	ROSS SEARLE	£ 1,194.00	
31/10/2025	FPO	OFFICE OVERHEADS	£ 79.59	
31/10/2025	FPO	CLERK OCTOBER EXPENSES	£ 204.91	
31/10/2025	FPO	CLERK OCTOBER SALARY	£ 520.00	
31/10/2025	SO	BENFIELD LANDSCAPE	£ 608.88	

Signed as a true and accurate record Dated:

Cllr K. Moloney, Chairman