



## GENERAL PARISH COUNCIL MEETING MINUTES

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

**Monday 26 January 2026 at 18.30hrs**

Prior to the meeting being formally constituted for Council business, the Chairman held 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 - no attendance.

### 1. Attendances

**Councillors Present** – Cllr Martindale, Cllr Jackman, Cllr Scanlon,  
**In Attendance** – Clerk

**Members of the Public present.** None

**Apologies.** (Councillor): Cllr Moloney (Chairman), Cllr Benfield.

**Noted:** Apologies received from Ward Cllrs Mahon and Fealey.

**In the absence of Cllr Moloney, Cllr Jackman was nominated as Chairman by Cllr Martindale. This was agreed by Cllr Scanlon.**

### 2. Minutes of last meeting.

Minutes of the meeting held on 24 November 2025 and EGM budget meeting held on 1 December 2025 had been circulated and were deemed to have been read.

Noted: Within section 5.4 of the minutes for the meeting held on 24 November 2025 the incoming Police and Crime Commissioner grant was recorded as £2500.00. The correct amount is £2000.00. **MINUTE:** Duly amended and signed off by Acting Chairman following unanimous approval.

### 3. Matters deferred from previous meetings:

- a. Updates to domain name (gov.uk) – a preferred provider has been identified, and final confirmation quotes have been received. **ACTION:** Clerk will send final confirmation quotes to all councillors. **MINUTE:** Provider confirmation decision to be deferred to a full Council meeting.
- b. PL/24/00753/Appeal ref 25/00069/REF Land to the rear of Orchards Cottage – Cllr Jackman to attend the Planning Appeal meeting on 27 January 2026. Council's original objections will be reinforced.
- c. CCTV policy – **MINUTE:** policy has been received and is due for review and approval at next meeting.

### 4. Planning Applications:

- a. Reserved Matters – new prison PL125/32256/CONDA: Ongoing.
- b. PL/25/6452/KA The Rectory, Broadway (tree management plan) **MINUTE:** Council has no objections - unanimous. Clerk already submitted no objections to County as planning response period closed prior to meeting.

- c. PL/25/5318/FA The Manor (internal and external alterations to existing outbuilding) **MINUTE:** Council has no objections – unanimous, but notes new outdoor accommodation is for family use only and recommends this restriction is mentioned in any planning permission granted. Clerk already submitted no objections to County as planning response period closed prior to meeting. **ACTION:** Clerk to provide additional note to planning about Council recommendation.
- d. PL25/6686/PIP Land Northwest of Ebenezer Cottage, Bicester Road, Woodham (erection of minimum 1 and maximum 2 dwellings) **MINUTE:** Council has no objections - unanimous. Clerk already submitted no objections to County as planning response period closed prior to meeting.
- e. PL/25/3916/FA 6, Leonards Gate, (single storey extension) revised site map submitted. **MINUTE:** Council has no objections – unanimous. **ACTION:** Clerk to submit no comment to County.
- f. PL/25/5952/FA Beechcroft, 1 Rickyard Grove (single storey rear and 2nd storey side and front porch canopy) **MINUTE:** Council has no objections – unanimous. **ACTION:** Clerk to submit no comment to County.
- g. PL/25/6207/FA 1, Grange Gardens (proposed double garage) **MINUTE:** Council has no objections – unanimous. **ACTION:** Clerk to submit no comment to County.
- h. PL/25/6240/FA 3, Oak Tree Cottages (proposed demolition of existing side/rear extension, erection of new single storey side/rear extension and two storey rear extension. Formation of new vehicular access and driveway to front of property) **MINUTE:** Council has no objections – unanimous. **ACTION:** Clerk to submit no comment to County.

## 5. Finance

### 5.1 Invoices/quotes:

- a) EON - £45.60 (direct debit paid by BACS therefore approval not required)
- b) Paul Baker £180.00 – agreed by councillors
- c) To consider laptop periodic health check quotes **MINUTE:** Deferred to next meeting.

### 5.2 Grants: incoming:

SSE grant marketing activity – **MINUTE:** SSE have been in touch and will provide a brief outline of marketing collaboration.

### 5.3 Grants: outgoing – no new received.

### 5.4 Budget

**MINUTE:** The Clerk was authorised to submit the precept request to County, in line with County deadline, such as to reflect agreement reached at the Council budget meeting held on 1 December 2025.

## 6. Environment

- 6.1 Play Equipment – update on the progress of the new maintenance contract  
**MINUTE:** Update deferred to next meeting.
- 6.2 Playground lease – Cllr Jackman confirmed the proposed plan drafted by Mr W Abbott was circulated and agreed at a Saye and Sele Foundation meeting last week. Saye and Sele are awaiting agreement from Council that the lease should now be amended to include the draft plan. **ACTION:** Cllr Jackman to arrange accurate measurement of the proposed amendment, to establish whether the fire pit will be the responsibility of the VH or the Council.
- 6.3 Mirrors – **MINUTE:** Ongoing
- 6.4 Village Gates – **MINUTE:** Reported on Fix My Street. **ACTION:** Clerk to check progress of request.

## 7. Biodiversity

8.

No update provided

## 9. Health & Safety

- 9.1 Review status of Church crossing progress – no updates. **ACTION:** Clerk to establish current position.
- 8.2 Playgrounds Inspection **MINUTE:** Cllr Jackman had carried out inspection and submitted hardcopy report for filing.
- 8.3 Defibrillators Inspection – no update provided.  
**NOTED:** Councillors considered establishing a contingency protocol in the event of an appointed councillor being unable to complete an assigned health and safety task. It was agreed the indisposed councillor will contact another councillor to complete the activity on their behalf.
- 8.4 Oaktree Cottages resident report of health hazard - **ACTION:** Clerk to e-mail Cllr Mahon and Cllr Fealey for update.

## 10. Stakeholders

- 9.1 Saye & Sele Foundation – a new Council trustee is desirable. **ACTION:** Cllr Jackman will draft a note for the clerk to forward to Grendon Underwood County Combined School about possibly providing a suitable potential trustee.
- 9.2 Police – no updates provided
- 9.3 EKFB – no updates provided
- 9.4 Energy from Waste – no report available

## 11. 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. Nothing arising.

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.

- a) **MINUTE:** Cllr Martindale was authorised to update Council policies.
- b) Cllr Jackman asked councillors for suggestions for the allocation of any Section 106 monies arising from future developments.

**GRENDON UNDERWOOD PARISH COUNCIL  
GENERAL MEETING MINUTES – 26 January 2026**

**12. Date of Next General Meeting - confirmed 23 February 2026 at 1830 hrs.**

GRENDON UNDERWOOD PARISH COUNCIL TRANSACTIONS				Jan-26
Transaction Date	Type	Transaction Description	Debit Amount	Credit Amount
02/01/2026	SO	MARION RYLEY	£ 10.00	
02/01/2026	DD	BC RECEIPTS BCKSCNCL3500407460	£ 39.60	
19/01/2026	PAY	SERVICE CHARGES	£ 4.25	
30/01/2026	FPO	CLERK JANUARY SALARY	£ 520.00	
30/01/2026	FPO	E.ON ENERGY	£ 45.60	
30/01/2026	FPO	PAUL BAKER	£ 180.00	

Signed as a true and accurate record ..... Dated: .....

Cllr Jackman, Acting Chairman presiding.

APPROVED