



# GRENDON UNDERWOOD PARISH COUNCIL

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## **MINUTES of a GENERAL PARISH COUNCIL MEETING held on 28<sup>th</sup> February 2023 at 19.30**

DRAFT Issue date – 4<sup>th</sup> March 2023

B. Martindale - Acting Parish Clerk

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

### **MINISTRY OF JUSTICE APPEAL AGAINST DECISION of BUCKINGHAMSHIRE COUNCIL TO REFUSE A MEGA PRISON.**

MoJ have submitted their appeal against the Buckinghamshire Council decision to refuse planning permission for a mega-Prison in Grendon Underwood. The Appeal Hearing concluded on 3<sup>rd</sup> February 23 and the Inspector's recommendation to the Secretary of State is awaited. This will inform the Secretary of State who will make the final decision. **Minute-** noted.

**2302.01 Attendance and apologies:** To receive and accept any apologies.

**Attending;** Cllrs Moloney, Benfield, Fealey, Scanlon, Harris, Clerk.

**Apologies;** Cllr Jackman, Macpherson.

**Absences;**

Public: none

**2302.02 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. Cllr Scanlon is Chair of the Springhill Residents Group. **Minute-** none declared.

**2302.03 Approval of Minutes:** To agree and sign the minutes of the General Parish Council Meeting of Grendon Underwood Parish Council held on 24<sup>th</sup> January 2023 as a true & accurate record. Draft Minutes are circulated prior to the meeting to allow them to be taken as read. There were no amendments, to the draft, requested by the cut-off date. **Minute-** so approved.

**2302.04 Statutory.** Nothing arising. **Minute-** noted.

**2302.05 Finance & Accounts.**

i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting. S&S invoice for 50% of lease services & GUPC invoice on CB payment for MVAS awaited. **Minute-** noted.

ii) To ratify appointment of Internal Auditor. Alan Weston is booked. **Minute-** so ratified.

iii) To review Grants – Incoming. The following applications are in progress:

- Community Board allocation to village MVAS units – GUPC invoice on County, authority letter dated 9<sup>th</sup> September 2022, for an agreed allocation of £9885.00, is submitted against instruction. Pending. County invoice on GUPC for agreed contribution, in the sum of £1647.50, for one MVAS unit is received. Payment to be processed subject to payment of the GUPC invoice - pending. **Minute-** agreed.

- All-weather Track- Agreed to further explore cost/ community benefit ratio once lease is in place. **Minute-** resolved to postpone for next duly elected Council to consider. CLOSED

iv) To review Grants – Outgoing- one long term active in favour of the SRG. Invoice received & progressed to agreement. The agreed 4 meetings per calendar year are budgeted, not to be carried over. **Minute-** noted.

v) To review expense claims – **Minute-** none arising.

**2302.06 Planning;** to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast-track protocol. **Minute-** none arising.

**2302.07 Environment.** To report any issues in respect of:

a Highways under Highways Act 1980, ss43, 50 (inc footpaths). **Minute-** UKPN & TW works noted.

b Footpath Lighting under Parish Councils Act 1957, s.3. Crime Prevention- to report outages. **Minute-** none arising.

c Verges & Hedges – hedges attended 22Jan23. **Minute-** none arising.

**2302.08 Communications & Reports.**

1. with Parish

i) **Springhill Residents Association.** Cllr Scanlon to update. The estate defibrillator must be relocated by March, new location to 1 Park Road agreed. Cllr Benfield to action. Meeting with Prison pending. **Minute-** Cllr Scanlon reported on forthcoming planned activities. Minutes of the last SRG meeting on their web site.

ii) **Speeding;** Cllr Harris to report. The church crossing units are now operational. 3 MVAS (mobile) for the village in progress. Locks on current units removed. **Minute-** Cllr Harris reported on status. Council expressed their thanks for him installing the church crossing units, which look impressive. He confirmed data will be streamed as necessary. Installation of three village units on current poles are in progress.

To consider a safety mirror at church crossing. **Minute-** adjourned for next Council.

iii) **Dog fouling on playground;** there is a Dog Fouling Order in place for the field. Collaboration with

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school for signage is agreed. Awaiting of advice of materials needed. School liaison to advise.

**Minute-** Cllr Harris to liaise with school as to signage and grant for raw materials.

**2. with Unitary Authority & other Statutory Bodies**

- i. **BC** – Clerk met with new Highways liaison on 9Jan23, on site, and advised:
  - (a) Highways matters related to utilities: Contact either the utility concerned or the Streetworks team for the area Anna Coles [anna.coles@buckinghamshire.gov.uk](mailto:anna.coles@buckinghamshire.gov.uk) or George.Balyckyj@buckinghamshire.gov.uk” Highways matters related to maintaining footpaths – report to FixMyStreet.
  - (b) Reclaim Highways land at Main Street/ Broadway junction for community use. County have advised need for a cultivation license to plant things. They would not agree to it being a car park due to unsafe access visibility. **Minute-** noted CLOSED.
- ii. **Haddenham & Waddesdon Community Board.**
  - **Minute-** Cllr Fealey reported on last meeting. Will forward minutes in due course.

**3. with Stakeholders**

- i. **Community Police Team.** Calling for applications for grants to prevent crime. Free crime alerts offered poster. Several suggestions made. To authorise application(s) **Minute-** the Clerk was authorised to apply for an open community noticeboard.
  - ii. **Village Hall;** Cllr Fealey to update on an on-line booking facility and web site is proceeding; charging structure review & December meeting. **Minute-** Cllr Fealey reported on last meeting. Booking system pending.
  - iii. **Saye & Sele;** to receive a report. Status of lease for field. The Charity has submitted its final revision to Para 6 of lease. GUPC to consider progressing due diligence by taking independent legal advice and/or accept it as submitted. **Minute-** it was felt the lease be more appropriately progressed by next duly elected Council as long term commitment. Cllr Moloney to liaise with Parish representative.
  - iv. **School** to review collaborations. Follow up from school representatives attending last meeting. Agreed to collaborate making signs for dog walkers and speeders. School to submit grant application for raw materials, children to develop artwork. Clerk has sent application form. School to liaise with Village Coronation organisers and submit a small grant application from Council Community Fund in the normal way, as it sees fit. A small excess of funds remaining from the Jubilee could be used for the Coronation.  
**Minute-** Clerk to forward a small grant application to organisers of Coronation event on request.
  - v. **HMP Grendon Prison** to review collaborations. SRG meeting scheduled in February to discuss speeding & visitor parking. **Minute-** SRG to meet with Governor on 13<sup>th</sup> March 23.
  - vi. **EfW** next meeting 6Mar23.. **Minute-** Cllr Moloney to attend
- 4. with Infrastructure.** UKPN plan to dig up whole of Main Street to lay cable to lay cable to prison has been circulated to show work starts on 16Jan23 until end 23. **Minute-** noted juxtaposition of UKPN and TW works. Implications of Oxford-Cambridge arc are yet to be understood in full. To be monitored.
- 5. with Suppliers.** To ratify footpath light maintenance plan from E.On to start 1<sup>st</sup> March 23. **Minute-** resolved to progress. Clerk to confirm with supplier.

**2302.09 Amenities.**

- a. Playground: safety inspection completed 31Jan23. Full report (MUGA & PlayPark) circulated. To formulate minor defect rectification plan. Invoice paid. Posts received; post fixings ordered. To consider quote to replace Nest Swing Seat £1927. **Minute-** corrective action plan for defects arising from inspection to be developed. Cllr Benfield to research alternatives solutions for the nest swing and suspension joint.
- b. PlayPark:
  - To review status of name plate “Queen Elizabeth II PlayPark”. Awaiting fixings. **Minute-** installed CLOSED
  - To review status of agreed additional compliance signage at PlayPark and MUGA – awaiting fixings. **Minute-** fixings on site. Installation pending.
- c. MUGA footpath deterioration and link path to PlayPark. To formalise offer for link path. Cllr. Benfield to update on proposed revised scope of work and to quote. **Minute-** Clerk to contact resident re meeting.
- d. Notice Boards. Village Hall noticeboard – installed. Awaiting invoice. Church has requested access. **Minute-** invoice paid. Clerk was authorised to advise the notice board is Council property for official council business and not a public access noticeboard. Cllr Fealey agreed to hold a key to allow Council approved non-council notices where space allows.
- e. Defibrillators: Cllr Benfield to supply information required to register. Awaiting data to support maintenance contract quote circulated 29Sept22. Relocation of the estate unit tba. **Minute-** Clerk authorised to order wall caddy for Springhill unit against quote proposed by Cllr Benfield. Cllr benfield to finalise detail for National registration & installation timing.

**2302.10 Personnel - Confidential Information;** to review succession arrangements. Note: 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. Chairman has expressed concern for a succession plan to be in place for next election. **Minute-** resolved to post vacancy notices for a Clerk & one Member.

**2302.11 Open forum for Members** (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting.

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**Minute 1-** Cllr Fealey is arranging next Litter Pick on 18<sup>th</sup> March 23 from 10 to 12.

**Minute 2-** Cllr Benfield to advise Clerk of details of arrangements for Beating the Bounds to be carried out on 16<sup>th</sup> May 23

**2302.12 To confirm the date of the next meeting;** To agree the date, time & venue on 28<sup>th</sup> March 2023 at 19.30 in GUVH. **Minute-** so agreed.

The Chairman thanked all present and closed the meeting at 20.41

Signed as a true & accurate record:

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Cllr Moloney, Chairman presiding.

Dated: .....

		Grendon Underwood Parish Council - Transactions	February	2023
Date	Type	Transaction Description	Debit Amount	Credit Amount
01/02/2023	DD	SALIX LOAN	£ 510.53	
01/02/2023	SO	MARION RYLEY Professional Services	£ 10.00	
13/02/2023	FPO	IMPRINT Prison Appeal VIA INV 272944	£ 829.20	
13/02/2023	FPO	GU VILLAGE HALL Room Rental INV09/2023	£ 125.00	
15/02/2023	DEP	MARKET SQ AYLESBUR 38)		£172.75
20/02/2023	DD	SOUTHERN ELECTRIC 095668551	£ 86.96	
20/02/2023	DD	BUCKS COUNCIL RECE WASTE	£ 39.15	
20/02/2023	FPO	PROLUDIC LTD Safety Inspection SIN006793	£ 234.00	
28/02/2023	FPO	CLERK FEB 23 SALARY	£ 270.40	
28/02/2023	FPO	HMRC - ACCOUNTS	£ 67.60	