

GRENDON UNDERWOOD PARISH COUNCIL

Minutes of Extraordinary meeting held in the meeting room at Grendon Underwood Village Hall on Tuesday 1 August, 2017 at 6pm

Open Forum for Parishioners (under adjournment): 15 minutes for Members and members of the public to raise questions, make comments; suggest future agenda items etc. Items requiring decisions must be included in the next agenda.

Note: Although not a statutory requirement it was agreed by Members that comments made by members of the public would be noted in order there was a record of comments made at the meeting. For reasons of confidentiality it was agreed that names of non councillors' would not be recorded on the minutes. The Chair to note attendees.

Councillor Paul Jackman(PJ) commented as follows:

- The litter bin at Darley's Close has still not been replaced. **Action:** KM to liaise with the Clerk Ruth Millard (RM) for an update.
- Broadway second planning application. Parish Council (PC) to liaise week commencing 7 August regards final comments to be submitted to AVDC prior to 20 August for Broadway second planning application.
- The battery for the tractor owned by GUPC needs replacing. **Action:** PJ to organize.
- The annual grant for the Church has yet to be submitted. **Advised:** The grant form can be downloaded from the GUPC website.

County Councillor Angela Macpherson updated the meeting on EWR proposals. It was agreed GUPC will make representation prior to comments deadline of 11 August 2017. Councillor Helen McKenzie (HM) to lead with support from Barry Martindale who has agreed to update Cllr HM post local meeting to be held evening of 3 August. (Note: Informative flyer had been delivered to 90 percent of homes in the village on or before 1 August, courtesy of Barry Martindale)

District Councillor Cameron Branston updated the meeting on the importance of a neighborhood plan for Grendon Underwood. **Action:** Cllr KM to investigate with Barry Martindale who has agreed to support Cllr KM.

EM17/01 Attendance and apologies: To receive and accept any apologies.

In attendance:

Chairman: Kim Moloney (KM), Councillor Paul Jackman (PJ), Councillor Mike Hedgecox (MH), Councillor Helen McKenzie(HM) and Councillor Andrew Shepherd (AS)
District Councillor Cameron Branston
County Councillor Angela Macpherson
One Parishioner: Barry Martindale (agreed for his name to be published)

Apologies:

Councillor Andrew Benfield(AB)
Councillor Sam Howe (SH)
The Clerk, Ruth Millard (RM)

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EM17/02 **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. **None declared**

EM 17/03 **GUPC website:** To include updating, appointing additional administrators and editors.
Proposed: To purchase web domain, email addresses, update or recreate a new website for GUPC together with a review of contributors, editors and administrators.
Resolved: Cllr KM to investigate and report back to PC.

EM 17/04 **GUPC data:** To include back up of all data held electronically by GUPC
Proposed: GUPC to receive up to date back up from the Clerk who had failed to meet the request made by KM despite two reminders. Cllr KM to contact the Clerk again and escalate if necessary.
Resolved: Cllr KM to contact the Clerk.

EM 17/05 **Personnel Committee:** To appoint a Personnel Committee and its Members'.
Resolved: Cllr Mike Hedgecox (Chairman), Cllr Paul Jackman (Vice Chairman), Cllr Helen McKenzie and Cllr Andrew Shepherd have been appointed as members of the Personnel Committee with immediate effect. Terms of reference were agreed and will be posted on the GUPC website. Cllr KM to action via the Clerk as we do not have access to GUPC website at present.

EM 17/06 **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.

EM 17/07 **The Clerk:** To determine and discuss the following matters related to The Clerk

- Role description
- Time sheets
- Performance

Resolved: This matter is of a confidential nature and will not appear in published minutes.

Open forum (under adjournment): for Councillors' to bring items to go on the agenda, for discussion at the next meeting. **None requested.**

EM 17/08 **Date of the next meeting:** To agree a date
Resolved: The general meeting date of 27 September to remain.

The meeting concluded at 8.30pm.

Chairman's Signature Date.....