



GRENDON UNDERWOOD PARISH COUNCIL

From the office of the Clerk to the Council: clerk.gupc@outlook.com

January 2018

Minutes of the General Meeting of Grendon Underwood Parish Council held on Tuesday 23rd January 2018 at 7.30pm in GUVH.

Draft Issued date – 26th January 2018

B. Martindale, Acting Clerk

Open Forum for Parishioners (under adjournment): before the meeting is formally constituted, the Chair will allow approximately 15 minutes for any residents of the Parish attending to raise questions, make comments & suggest future agenda items etc. Items not already on the Agenda requiring decisions must be deferred to the next meeting and will be included in the next agenda.

Pre meeting note: Residents attending voiced their concerns over a proposed planning application for 20 dwellings on land rear of Orchard Bungalow, Main St., GU; AVDC Ref: 17/04829/AOP. The item was already on this meeting's agenda and was discussed and minuted below.

1801.01 Attendance and apologies: To record attendance & to note any apologies or absences.

COUNCILLOR	PRESENT/ APOLOGY	
GUPC Clr. K. Moloney (Chair)	P	
GUPC Clr. A. Benfield (Vice Chair)	P	
GUPC Clr. M. Hedgecox	P	
GUPC Clr. A. Shepherd	P	
GUPC Clr. H. Mackenzie	A	
GUPC Clr. P. Jackman	P	
GUPC Clr. S. Howe	A	
Clerk	P	
AVDC Clr. C. Branston	A	
BCC Clr. A. Macpherson	P	
Residents	5	

1801.02 Members Interests: Councillors 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**

1801.03 Approval of Minutes; To agree and sign the minutes from a general Meeting of Grendon Underwood Parish Council held on 28th November 2017 as a true and accurate record.

Minute: the minutes were agreed and signed by the Chair as a true & accurate record of proceedings

1801.04 Residents Matters Outstanding.

Minute: the concerns of residents attending were duly noted for debate below at item 09 below. Council determined to oppose the application on grounds to be developed in line with residents' objections and to AVDC defined Planning Principals. The Clerk obtained permissions to identify contributors.

1801.05 Review of any amendments to the Council's Standing Orders

1801.06 Review of any amendments to the Council's Financial Regulations

1801.07 Review of any amendments to Council Policies on its statutory obligations under; the Freedom of Information Act, the Data Protection Act, the Anti-Bribery Act & Equality & Employment Legislation.

Minute: items 05 to 07 will be reviewed progressively for final adoption over the period up to the next annual general meeting in May 2018

1801.08 Finance & Accounts.

- To approve cheques signed off for payment this period – **Minute: the cheques shown below were signed off for payment. The Clerk to post asap with a short apology for delay. The Chair advised all outstanding debts were now cleared.**
- To review any proposals requiring major budgetary incoming/outgoing; **Minute: the annual precept from AVDC must be claimed now. Action: KM & Clerk**
- To review status of asset register – **Minute: certain items were added to the Asset Register; one laptop, one inkjet printer, one router. The Chair advised all past & present assets are required to be listed indefinitely, even when disposed of.**

1801.09 Planning;

1. To review the status of planning applications & developments in the village as listed below – to note (a) developers will be on the Lawn Farm site from Monday, 15th January 2018. **Minute: it was agreed to monitor planning notifications for changes to ensure what is built actually conforms to what has been approved;**



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(b) to consider application to demolish Bernwode. **Minute:** Council will make no objection;
(c) 20 dwellings on land rear of Orchard Bungalow, Main St., GU. Ref. 17/04829/AOP - **Minute:** the nature of the development and its impact on the linear character of the village and the sustainability of local resources & amenities was debated at length. Council took the views of residents attending under advisement and agreed unanimously to oppose. PJ agreed to formalise the Council case for submission to AVDC – closing date: 16 Feb 2018. **Action:** PJ

2. To review the status of the latest AVDC VALP – **Minute:** Council noted the revised planning principals, to be proposed by AVDC to HMG Inspectorate later in the year, as identified in the Proposed Submission of the Vale of Aylesbury Local Plan 2013-2033, dated November 2017 [PSVALP 2017] as it applies to Medium & Small villages in the Vale. It was debated as to whether using the same principles would form a more robust & credible basis for Council reviews of planning applications in the Parish. Matter under advisement.
3. To review the need for a Neighbourhood Plan. **Minute** – It was accepted that, whilst PSVALP2017 does not allocate any more unidentified development in the village, that does not deter developers putting forward large scale proposals for the Parish. However, in light of the latest PSVALP 2017 & the resource overhead of preparation, it was agreed to hold the matter under advisement for further review as more information becomes available.
4. EWR & HS2 Construction Route. **Minute:** it was agreed to put an article on latest status onto the web site after review by the Chair & BCC AM. It was noted that yet more changes to EWR plans may well be imminent and the combined effect of the yet to be delivered HS2 projections will mean yet more uncertainty for the residents of the Parish. **Action:** Clerk

1801.10 Environment. To review the status of:

- a **Footpaths and Highways:** **Minute:**
 - (i) lighting; a street light is out in Rumptons Paddock – notify Aylesbury Mains. **Action:** Clerk;
 - (ii) a crossing at the church is not feasible with the resources currently available. Explore options with BCC Highways. **Action:** Clerk
 - (iii) footpaths on Main Street may be unsafe due to leaf fall becoming slippery. Explore cleaning contractor. **Action:** Clerk
- b **Play Area:** to receive a report on the status of the play area. **Minute:** nothing to report
- c **CCTV:** to review the status of CCTV at the Village Hall. **Minute:** KM thanked PJ for quick action. Now need to install monitoring systems. The Clerk was instructed to obtain quotes for Council review at the next meeting. **Action:** Clerk
- d **Grass, Hedges and Verges:** to receive a report of the grass cutting. **Minute:** AB reported all under control. All outstanding payments had been made.
- e **Dog Bins:** **Minute:** nothing to report

1801.11 Management of Projects

- i. MUGA – **Minute:** AB is expecting a revised quote on Thursday, 25th Jan and will report at next meeting. **Action:** AB
- ii. Springhill Estate – **Minute:** still awaiting MoJ response. It was agreed to advise local residents that the repairs in question are their responsibility and public money can not be appropriated to private land. **Action:** AB
- iii. S106 – **Minute:** PJ will submit updated proposal plans to Clerk for attachment to minutes; and will forward to J.HOUSTON; AVDC. **Action:** PJ; Clerk

1801.12 Communications:

1. With residents – **Minute:** residents can communicate with Council in a variety ways including web site, events, attending meetings, social media, email, post.
2. With church - **Minute:** it was agreed to continue to pay the Church an annual precept to assist in the maintenance of its grounds and that it should be paid automatically at a set point in the year. It was confirmed that due diligence over the disposition of public money would continue as now, the Clerk to formalise their annual request as usual for Council accountability. It was agreed to suggest to them a perfectly reasonable reciprocal gesture, in return for Council support, would be for them to allow Council to insert the occasional flyer into the Grendon Underwood issues of Life Together. **Action:** Clerk.
3. With other web sites – **Minute:** It was agreed to take no active part in coOrdinating the Council web site with other in the village as they had very different purposes and objectives.
4. With other authorities & statutory bodies; HMRC, BucksALC, AVDC, NALC, BCC, HMRC. **Minute:** the Clerk to identify all such liabilities & commitments for the next meeting. **Action:** Clerk
5. Correspondence; **Minute:** it was agreed to identify the formal Council address for post at Foxden House.
6. Web site – consider proposal from web administration **Minute:** it was agreed that Councillors would be allocated a Council email address for the more



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secure control of email based Council business.

Action: Clerk.

7. Social media; **Minute:** KM reported the FB page was fully up to date and thriving.
8. Emails received – see below

Minute: on review of January emails, it was agreed to authorise the Clerk to grade email traffic and to forward to Councillors only those he determined as relevant or appropriate.

1801.13 Committee & other Reports:

a. Village Hall; **Minute:** PJ reported that he had completed the annual financial report and would send the books for Audit ASAP. He was concerned that the cost of electricity by far exceeded income from the meters;

b. Saye & Sele;

Minute - PJ reported that he had attended a meeting of the Saye and Sele Trustees, where he represents GUPC. The meeting had been informed that a significant financial commitment had been entered into without all Trustees being informed and he now had concerns over the financial resilience of the Charity in the event of unforeseen outgoings. He will report in full at next meeting. **Action: PJ**

c. Local Area Forum – **Minute:** pending next LAF meeting;

d. Personnel Committee/ training –

Minute: MH advised an acting Clerk had been appointed to maintain Council functionality until such time as more permanent arrangements are in place and that relevant training had been allocated and funded.

Note; Council may wish to exclude the public from this part of the meeting in accordance with Public Bodies (admission to meetings) Act 1960. – to post Terms of Reference to web site – no members of the public were present.

1801.14 Any Other Business; for Councillors to raise matters arising for next meeting's agenda.

Minute: the size of Council was discussed. It was confirmed that GUPC can legally be no more than 7 Councillors sitting with an independent, unelected, employed Clerk/ Responsible Finance Officer and a Quorum is 3 [plus Clerk]. It was agreed to establish due process for adding a Councillor should that become necessary. PJ agreed to provide the Clerk with a procedure for such replacement. **Action: PJ**

1801.15 Date of the next meeting; To agree the date

Minute: agreed next meeting on 27th February 2017 and the 4th Tuesday of the month thereafter except where no meeting is held in August & December. Clerk to publish to web site. **Action: Clerk**



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REFERENCE DATA

RECEIPTS AND PAYMENTS OF ACCOUNTS

Cheques signed off - January 2018

Supplier	Service	Amount (GBP)	
SD&M Bradshaw	Hedge cutting	72.00	
GUVH	Hall hire Q3 2017	60.00	
GUVH	Hall hire Q2 2017	60.00	
AVDC	Bins	2206.07	
MAZARS	External audit y/e: 31 March 2017	120.00	
GM Outdoor Services Ltd	Grass cutting – Nov 2017	185.00	
GM Outdoor Services Ltd	Grass cutting Dec 2017	80.00	

Correspondence

Supplier	Service	Amount (GBP)	
BT	DD authorisation		

emails received January 2018

date	sender	subject	action
12/01/18	CALA Homes	Lawn Farm development	Developer will be on site from Monday 15 th January
23/01/18	Cllr Branston	Apologies & discuss 04829	
23/01/18	BALC	Awaiting essential reference books requested	
22/01/18	Clerk	Updated Planning Summary	
22/01/18	Highways England	A404/M40 Junction closures	
21/01/18	Clerk	Receipt for training fees	
19/01/18	Chair	GUPC response form to 17/04829/AOP	
11/01/18	BALC/Elgin	Temporary traffic regulation order application	Not in GU
19/01/18	BALC	Emergency 1 st aid course Buckingham 6 Mar18	
17/01/18	Balc	Pot hole season	Ways to notify
14/01/18	Clerk	Email proposal	
11/01/18	Balc	Availability of essential reference for PCs	
15/01/18	BALC	GDPR Bill; transparency fund application deadline; training available 25 Jan 18; TFB surfacing update	



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Planning Applications Status ref: AVDC Planning 12nd January 2018

<u>Reference</u>	<u>Received</u>	<u>Address</u>	<u>Type</u>	<u>Status</u>
16/B3426/DIS	19 Jan 2018	7 Park Rd, Grendon Underwood; details relating to planning permission re. 16/03426/APP		Awaiting decision
17/C0209/DIS	12 Jan 2018	Land at Lawn Farm, Main St., GU; details relating to planning permission re 17/00209/APP		Awaiting decision
17/B0209/DIS	12 Jan 2018	Land at Lawn Farm, Main St., GU; details relating to planning permission re: 17/00209/APP		Awaiting decision
17/04829/AOP	21 Dec 2017	20 dwellings on land rear of Orchard Bungalow, Main St., GU	Application	Awaiting decision
17/04646/APP	8 Dec 2017	Demolition of Bernwode for new dwelling, Main Street, GU	Application	Awaiting decision
17/03317/AOP	25 Aug 2017	72 dwellings on land at Edgecott Rd & Springhill Rd	Application	Awaiting decision
17/00059/NONDET	19 May 2017		Appeal	Awaiting decision
16/03029/AOP	18 Aug 2016		Application	Appeal lodged NONDET
17/02171/AOP	6 Jun 2017	82 dwellings on Land Adjacent to Broadway Grendon Underwood Buckinghamshire	Application	Permission refused 5 Sep17
17/00043/NONDET	26 May 2017		Appeal	Appeal dismissed 6 Jul17
16/03170/AOP	31 Aug 2016		Application	Appeal lodged NONDET
17/01348/APP	10 Apr 2017	21 dwellings; Land Adjacent to Ivy Cottage Main Street Grendon Underwood Buckinghamshire	Application	Awaiting decision
17/01049/TRE	21 Mar 2017	Fell & replace two trees The Manor, Main Street	Application	Awaiting decision
17/00657/INTN	17 Feb 2017	Base Station; Pear Tree Farm Main Street Grendon Underwood Buckinghamshire HP18 0SH	Application	Telecoms Permission Required
17/01862/APP	16 May 2017	Loft conversion; Shakespeare Orchard Grendon Underwood Buckinghamshire HP18 0SQ	Application	Approved 7 Jul 17
17/00209/APP	20 Jan 2017	14 dwellings; Land at Lawn Farm Main Street Grendon Underwood Buckinghamshire	Application	Approved 9 Oct 17
16/04609/AOP	23 Dec 2016	60 dwellings; Land Adjacent Edgcott Road Grendon Underwood Buckinghamshire	Application	Awaiting decision
16/02875/APP	2 Aug 2016	11 dwellings; Land Off Shakespeare Orchard Grendon Underwood Buckinghamshire	Application	Approved 11 Jul 17