



GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to The Clerk to the Council on clerk.gupc@outlook.com
Tel: 0787 368 3043 Web Site: <https://www.bucksvoice.net/grendon-underwood-parish-council/>

MINUTES of a GENERAL PARISH COUNCIL MEETING held on 30th July 2019

In Grendon Underwood Village Hall at 19.30

Issue date – 3rd August 2019;

Approval Date: 24th September 2019

B. Martindale - Acting Parish Clerk

Prior to the meeting being formally constituted for Council business, the Chairman may hold a 15 minute Open Forum for Parishioners and other parish stake holders to make contributions (under adjournment): up to 5 minutes per contributor to raise questions, make comments; suggest future agenda items etc. Items requiring decisions or requests for changes to the minutes received after the closing date will be considered for inclusion in the next agenda.

Minute – 4 residents attended to discuss items on the agenda. No items not on the Agenda were requested.

The Deputy Chairman brought the meeting to order at 19.30

1907.01 Attendance and apologies: To note;
Attending; Cllr Benfield (acting Chairman), Cllr Mackenzie, Clerk
Apologies; Cllr Moloney, Cllr Jackman, Cllr Hedgecox, Cllr Shepherd
Absences;

Note: as the meeting was not quorate, it was accepted no new resolutions could be enacted, but progress on current matters were reviewed.

1907.02 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. **Minute** – none notified

1907.03 Approval of Minutes; To agree and sign the minutes of the Annual Parish Council Meeting of Grendon Underwood Parish Council held on 25th June 2019 as a true & accurate record. The minutes had been circulated prior to the meeting and were taken as read. **Minute** There were no amendments to the draft and the Chairman signed the minutes as a true & accurate record of proceedings.

1907.04 Regulatory;
i) To monitor changes to Standing Orders, Council Policies, Procedures & Protocols; **Minute** – none forthcoming
ii) GDPR, to monitor requirements; **Minute** – none forthcoming
iii) Web accessibility legislation; **Minute** – the Clerk advised being updated by NALC & will advise when they publish.

1907.05 Finance & Accounts.
i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting; **Minute-** deferred due to absence
ii) To monitor External Audit submission; **Minute-** the Clerk advised the external auditor had been in touch but resolved to their satisfaction.
iii) To review Grants – Incoming – under Parish Councils Act 1957, s.1, the AVDC NHB micro grant - to be spent by 18 July 2019 & status of AVDC NHB VH project grant submission; **Minute-** micro grant to be incorporated into the community memorial benches project; see 1907.09. Progress report to AVDC now due. **ACTION;** project grant making good progress, AVDC confirmation due September.
iv) To review Grants – Outgoing; **Minute-** VH project allocation noted.
v) To review status of LED upgrade loan; **Minute** – the Clerk advised the application to the Secretary of State for permission to borrow was submitted to B&MKALC electronically but they now require full submission of originals. To be progressed. **ACTION**

1907.06 Planning; to review any major developments proposed; **Minute-** application 19/02456/APP; no objection **ACTION**

1907.07 Environment. To report any issues in respect of:
a Highways under Highways Act 1980, ss43, 50 (inc footpaths); **Minute-** a resident queried the status of the broken Broadway sign – the Clerk advised that both BCC & AVDC had been sent a photo and responsibility for resolution is to be established. **ACTION**
b Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages; **Minute-** none reported
c Verges & Hedges under LGA 1972, ss.101, 111, 112; **Minute-** a resident reported a hedge, Cllr Benfield advised it would be dealt with in the Autumn schedule.

1907.08 Communications.
1. with Parish
i) Matters Arising from Open Forum at last meeting; **Minute-** addressed elsewhere and, in response to a previous resident request for meeting dates to be published in Life Together, the Clerk had

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advised how the church would not agree to this and the Chairman now tabled printed copies of the meetings schedule so anyone knowing of anyone not having access to the web site could provide them with a copy.

- ii) **Village Hall**; to receive a report; **Minute-** deferred due to absence
 - iii) **Saye & Sele**; to receive a report. **Minute-** deferred due to absence
 - iv) **Go30; Minute** – Cllr Mackenzie reported on the community anti-speeding initiative; both MVASs now working; Sentinel booked for dates in August & September & will record outcomes; constructive relationships on-going with school and initiatives in progress.
 - v) **HS2 & EWR & Ox/Cam corridor; Minute** there was general concern that residents were still not aware of the scale & proximity of multiple proposals affecting the parish.
- 2. with other Authorities & Statutory Bodies**
- vi) **AVDC; Minute** – the Clerk advised the latest on VALP, the government Inspector requiring increasing the housing requirement by 1,200 to 28,600 (30,233 with buffer) over those initially proposed. There is no advice as to how this is or is not incorporated into the Expressway building programme. There is still no firm advice on whether supporting infrastructure will be mandated ahead of houses.
 - vii) **BCC; Minute** - a meeting with BCC Highways to be arranged regarding the gateways, flower boxes, church crossing, 20mph outside school and other anti-speeding proposals. The Clerk to submit the BCC Scheme Request Brief. **ACTION**
 - viii) **Local Area Forum; Minute-** not attended
 - ix) **Community Police Team; Minute** – multiple thefts from the church not resolved
- 3. with Suppliers**
- x) GM Outdoor; **Minute** – nothing to report
 - xi) Aylesbury Mains, to confirm progress of any outages notified last meeting; **Minute** nothing to report
 - xii) Opus Energy; **Minute** – nothing to report
 - xiii) Gigaclear; **Minute** – nothing to report

1907.09 Amenities;

- a. Bench replacement project; Cllr Benfield to report as resolved last meeting - **Minute-** it was agreed to combine the successful AVDC micro grant funding with a sum raised by a local residents Memorial Action Group (MAG) - any further unforeseen funding requirement arising to be raised by fund raising activity as necessary - into a joint community/AVDC/GUPC amenity project to supply seating as proposed in the initial NHB grant application together with those proposed by MAG. MAG agreed to supply council with a list of their preferred items with costings & Cllr Benfield to supply costings for NHB application items, including installation – in total not to exceed the funding available. The Clerk to then raise council purchase orders direct on the suppliers identified. All costs to reflect the actual initial outlay for getting the job done. The MAG contribution to be transferred to the council account by BACS in line with payments required by suppliers. **ACTION**
- b. Playground; Cllr Benfield to report on slide replacement resolution, resolved last meeting; **Minute** – Cllr Benfield advised he is expecting a quote for repairs in two weeks, or, alternatively, a new slide would cost about £1200. Decision to be made by Council when quorate. **ACTION**
- c. Church crossing; Cllr Benfield to report on BCC Scheme Request Brief; **Minute-** Cllr Benfield had been liaising with the church elders who have promised him advice of how they wish to proceed in due course. The BCC Scheme Request Brief to be submitted to BCC to establish what they would allow in any event. **ACTION**
- d. Repair to style cross member; Cllr Benfield to report; **Minute** – Cllr Benfield had carried out repairs foc.
- e. MUGA; to hear an update on the lease revision resolved last meeting & adding over height fixtures to the planning application; **Minute-** deferred due to absence
- f. Gateway flowerboxes- **Minute** – deferred awaiting gateway installation.
- g. War Memorial; to hear status of bench replacement proposals; **Minute-** now combined with GUPC bench replacement project – see above.

1907.10 Committees; Personnel Committee - 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.

1907.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** none raised

1907.12 To confirm date of next meeting; To confirm the published date of 24th September 2019 [no meeting in August by agreement]; **Minute-** so confirmed

The Deputy Chairman closed the meeting at 20.30.

Signed as a true & accurate record; Cllr, Chairman on 2019
Signed electronically for web security reasons; original held on file.

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BANK TRANSACTIONS - JULY 2019				
Date	Type	Description	Debit Amount	Credit Amount
01/07/2019	SO	GM OUTDOOR	£ 275.00	
05/07/2019	FPO	AYLESBURY MAINS LT 19194 601455	£ 130.20	
05/07/2019	FPO	GM OUTDOOR INV 1342	£ 90.00	
05/07/2019	FPO	PAUL JACKMAN REIMBURSE VH BOUNCY CASTLE	£ 70.00	
05/07/2019	FPO	HMRC - ACCOUNTS	£ 67.60	
05/07/2019	FPO	CLERK JUNE 2019 SALARY	£ 270.40	
08/07/2019	DD	OPUS ENERGY LTD 0750932	£ 269.33	
18/07/2019	DD	AVDC GENERAL ACC 7000439	£ 31.35	
30/07/2019	FPO	HMRC - ACCOUNTS	£ 67.60	
30/07/2019	FPO	CLERK JULY 2019 SALARY	£ 270.40	

APPROVED