



GRENDON UNDERWOOD PARISH COUNCIL

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MINUTES of the GENERAL PARISH COUNCIL MEETING held on 25th February 2020 In Grendon Underwood Village Hall at 19.30

DRAFT Issue date – 28th February 2020

B. Martindale - Acting Parish Clerk

Prior to the meeting being formally constituted for Council business, the Chairman may hold a discretionary Open Forum for Parishioners and parish stake holders to raise questions, make comments; suggest future agenda items There were no pre-meeting notifications of those wishing to speak.

A resident re-opened the matter of appropriate waste bins at the memorial bench sites. This was already on the Agenda and minuted at item 2002.08.1

Cllr Macpherson advised she had attended a meeting with the residents of Springhill. They had raised the same points they raised at the last Council meeting and status minuted in last minutes and herein at item 2002.06 & 2002.05.iv)

There was some discussion regarding rubbish tipped at Millers Close. It was agreed to inform BCC.

The Chairman brought the meeting to order at 19.30

2002.01 Attendance and apologies: To note;

Attending; Cllrs. Moloney (Chairman), Benfield (Deputy Chair), Jackman (Village Hall & Saye & Sele), Mackenzie (anti-speeding), Cllr. Macpherson (BCC)

Apologies; Cllr Hedgecox (Personnel), Cllr Branston (AVDC)

Absences; Cllr Shepherd

1 resident and two other BCC Councillors attended.

2002.02 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 advised

2002.03 Approval of Minutes; To agree and sign the minutes of the Annual Parish Council Meeting of Grendon Underwood Parish Council held on 28th January 2020 as a true & accurate record. The minutes are circulated prior to the meeting so they can be taken as read at the meeting. **Minute:** there were no changes from circulated and the Chairman signed off as a true & accurate record of proceedings.

2002.04 Regulatory;

i) Standing Orders, Council Policies, Procedures & Protocols; to monitor changes, nothing to report- **Minute-** noted

ii) Other Legislation & NALC Advice; nothing to report- **Minute-** noted

2002.05 Finance & Accounts.

i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting; the Chairman & one other councillor to initial invoices in the period for payment. Relevant bank statements to be issued with the minutes. **Minute-** payment of second installment for VH upgrade was authorised. Cllr Benfield agreed to submit an invoice for completion of other village works. **ACTION**

ii) To consider expenses and other claims. **Minute-** Cllr Benfield's out of pocket expenses for OxCam signage & defib consumables were authorised for payment.

iii) To review Grants – Incoming – under Parish Councils Act 1957, s.1,

(a) AVDC NHB project grant (VH upgrade) to consider draw down report & signage. The RFO to report on status. **Minute-** the RFO had submitted a second contractor invoice to AVDC and requested the final draw down of the second part of the AVDC grant. It was agreed to invoice the VH for their contribution.

Finalization of the obligatory completion report & plaque was deferred pending project sign off. **ACTION** (b) HS2 Road Safety Fund. Expression of Interest for HS2 funding for church crossing submitted to BCC HS2 Road Safety Fund on 12.11.19; response awaited. **Minute-** Cllr Macpherson agreed to confirm status.

iv) To review Community Grants – Outgoing - the RFO to report on status -

- VH toilet upgrade; Council contribution confirmed as ringfenced to earmarked reserves; release awaiting completion sign off & final contractor invoice; **Minute-** noted

- Springhill private road grant. Awaiting resident application and matching funding- **Minute-** the GUPC Grant Application form had been forwarded to the Resident Association and is awaited together with promised costings and matching funding contribution. Until resident commitment can be demonstrated, Council is not empowered to support private property projects.

v) To review status of LED upgrade of footpath lights – the RFO to advise status; **Minute-** UKPN had issued a new USC to commence 01.02.20. the Clerk has requested, on 11.02.20 & 21.02.20, energy supplier billing to reflect EACs and is awaiting a response.

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2002.06 Planning; to review any major developments proposed. To consider other Consultee requests in period; to ratify any applications processed by fast track protocol - invitation to respond to application 17/03317/AOP – 65 dwellings at Springhill -; **Minute-** the developer has requested some dates for a drop in meeting for residents; Cllr Jackman to advise VH availability for the Clerk to submit. **ACTION**
A suggestion that S106 money be ring fenced exclusively in favour of Springhill was considered inappropriate as the main impact of the development would be to infrastructure as felt across the whole parish. Cllr Jackman explained in depth that the Planning Authority is the sole distributor of S106 monies and release is strictly controlled by them in accordance with mandatory procedures & approved planning. He tabled the current plans for S106 allocations, across the whole parish, which are already submitted and active. **CLOSED**
Minute- Cllr Benfield was appalled at the workmanship of the latest new builds in the village. He queried whether any form of control had been carried out by the Building Inspectorate. Cllr Macpherson agreed to enquire. **ACTION**

2002.07 Environment. To report any issues in respect of:

- a Highways under Highways Act 1980, ss43, 50 (inc footpaths); dangerous state of footpaths in Main Street. **Minute-** the Clerk reported; (a) confirmed a Council PO had been issued to clear decaying biomass from Main Street footpath – whilst a BCC responsibility it was deemed too urgent a safety hazard to wait any longer. (b) Condition of the footpath along extensive stretches of Main Street especially in the area of Grange Builders remains safety critical. Has been reported to BCC. (c) The missing Main Road road sign at the church & the broken road sign at Saye and Sele Close; reported to AVDC & acknowledged.
- b Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages. **Minute-** over bus stop reported - resolution awaited
- c Verges & Hedges under LGA 1972, ss.101, 111, 112; **Minute-** nothing to report

2002.08 Communications.

1. with Parish

- Matters Arising from correspondence & Open Forum at last meeting - a schedule of Council meetings to be provided for anyone not having access to the web site or notice board;
- Anti- OxCam Arc road signs; all in place **Minute- CLOSED**
- Waste bins at bench locations – **Minute-** raised by resident at open forum. He agreed to provide the Clerk with quotes and raising the PO was authorised when received. He also agreed to forward the status of matching funding from the community. **ACTION**
- VE Day commemoration - **Minute-** Cllr Benfield to lead- plans for a collaborative community event with church, scouts, Village Hall, Council & Edgcott are well under way & a further meeting was scheduled for 26.02.20. Details to be posted to the web site when finalised.
- Development perimeter fence); status. **Minute-** Cllr Benfield advised discussions with the developer are on-going.
- **Village Hall;** Cllr Jackman to table a report; **Minute-** Cllr Jackman summarised his report as attached. He reported the Trustees were pleased to sign off the improvements to the cloakroom facilities under the NHB AVDC grant and agreed to accept an invoice from the Council for the VH contribution to the community project. He also reported on other extensive improvements to flooring in the entrance hall, the bar and changing rooms in collaboration with the soccer club & Round Table.
- **Saye & Sele;** Cllr Jackman to table a report; **Minute-** Cllr Jackman summarised his report as attached, advising developments in planning of future fiscal considerations. The Clerk confirmed the revised lease was now fully signed off by original signatories as agreed & would be held in original hard copy at Council office. **CLOSED**
- **Speeding/ Go30;** to receive a report. To consider BCC application form tabled at last meeting. **Minute-** the Clerk summarised the quote for beacons at school & church crossing, circulated on 11.11.19 – against which it was resolved to seek grant funding. Cllr Mackenzie submitted a BCC Application Form completed by a resident. The Chair agreed to adopt it as a Council initiative and signed it off. The Clerk was authorised to submit. The required application fee was also authorised but only by direct transfer. **ACTION**
- **HMP Grendon;** **Minute-** it was agreed to continue meeting with HMP and to suggest Edgcott attend. The Clerk to progress. **ACTION.**
- **School;** **Minute-** Cllr Jackman agreed to forward an email for the school liaison resident. **ACTION**
- **EfW;** **Minute-** Cllr Macpherson advised she had chaired the last community liaison meeting at EfW on 20.02.20 and gave a brief update on the status of use of their road for HS2 construction traffic and the dedicated siding at the plant.

2. with other Authorities & Statutory Bodies

- **HS2 & EWR & Ox/Cam corridor;** -
OxCam Expressway – Minute: The Clerk is circulating our MP's relevant activity in the House. Progress to be monitored.
HS2 – required expression of interest for funding has been passed to BCC Highways. **Minute:** Cllr Macpherson to enquire.
- **AVDC –** Community Emergency Plan, **Minute-** deferred due to absence.

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- **BCC** – reclaiming land at Main Street/ Broadway; **Minute-** the Clerk had received a mail from BCC dated 05.02.20 detailing actions required for either Highways to relinquish their rights over the land or for Council to buy the land – neither of which is requested or required. The Chair confirmed that Council is not in a position to progress either option and does not see any reason why BCC should not consider some way of bringing its own land into use to the benefit of the community. It was agreed any solution would need to be temporary and subject to any future plans BCC may generate for their own purposes. The Council was open to working in collaboration with BCC as necessary. Cllr Macpherson agreed to explore possibilities.
- **Local Area Forum** – last ever meeting held 03.09.19 draft minutes circulated 17.02.20, to be approved by committee; **Minute-** CLOSED
- **Parish Liaison Meeting-** **Minute-** noted.
- **Community Police Team-** **Minute-** nothing to report.

3. with Suppliers

- Web site; migration agreed in March; **Minute-** the Clerk was authorised to progress as new site comes online.
- GM Outdoor; all future payments to be made against invoice. **Minute** – confirmed
- Aylesbury Mains, to confirm progress of any fault notifications; **Minute-** no longer a Council Approved Supplier **CLOSED**
- UK Power Networks: **Minute-** have provided a further unmetered supply Energy Consumption Certificate effective 01.02.20.
- Opus Energy; have been requested to reflect the UKPN certificate in billing. **Minute** – the Clerk has submitted two requests for a refund for incorrect billing throughout last year & for future bills to reflect current Certificates in force. No response has been forthcoming, So it was resolved, with regret, to suspend the DD until the supplier sees fit to engage with Council in seeking a credible resolution.
- Gigaclear; **Minute** – noted current deal ends in September 20.

2002.09 Amenities;

- a. Playground; slide replacement resolution. Cllr Benfield to report. **Minute-** Cllr Benfield to send quote for Clerk to raise PO. Cllr Jackman agreed to contact AVDC to suggest using S106 funds already allocated to amenity. **ACTION**
- b. MUGA; **Minute-** to commence in Spring due to weather & ground condition.
- c. Defibrillators; Cllr Benfield to report on actions arising from last meeting. **Minute-** Cllr Benfield has claimed for consumables. Council accepted & authorised payment. He appealed for a volunteer to act as emergency standby for the school defib – the Chairman agreed. Contact details to be supplied & publicised. **ACTION**

2002.10 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. **Minute-**

2002.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** Cllr Jackman suggested prioritising project outcomes to leverage maximum community benefit from future public spend; Cllr Benfield suggested raising local support for direct action on footpath maintenance.

2002.12 To confirm date of next meeting; To confirm the published date at 31st March 2020; **Minute-** so confirmed.

Subsequent to meeting – it was agreed to cancel this meeting in line with Government advice in force.

The Chairman closed the meeting at 21.05

Signed electronically as a true & accurate record: *K. Moloney*

Dated: 28th April 2020

Cllr. K. Moloney, Chairman presiding.

GRENDON UNDERWOOD PARISH COUNCIL BANK TRANSACTIONS - FEBRUARY 2020

Transaction Date	Transaction Type	Transaction Description	Debit Amnt	Credit Amnt
03/02/2020	SO	MARION RYLEY	£ 10.00	
03/02/2020	BGC	SALIX LED loan		£ 5,105.25
04/02/2020	BGC	AVDC GENERAL ACC EFT028306		£ 6,357.28
06/02/2020	DD	OPUS ENERGY LTD inv.67783343	£ 395.96	
19/02/2020	DD	AVDC GENERAL waste Feb20	£ 30.40	
26/02/2020	FPO	A.T. BENFIELD expenses defib & OxCam signs	£ 246.63	
26/02/2020	FPO	E & S LANDSCAPES VH upgrade invGUC2 200318	£ 9,642.72	