



GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to the Parish Clerk on parishclerk@gupc.org.uk
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MINUTES of a GENERAL PARISH COUNCIL MEETING held remotely on 23rd February 2021

DRAFT Issue date – 27th February 2021

B. Martindale - Acting Parish Clerk

The Council maintains an 'open for business as usual' policy, during the Covid19 crisis in so far as this is possible under current Government guidance. Meetings will be held remotely until further notice subject to the usual quorum requirements for participating Members. Remote meeting dates and joining instructions are publicised on the Council web site & noticeboards and posted to social media in due time allowing residents to also participate remotely.

The Chairman brought the meeting to order at 19.30 and, as a 1st order of business, confirmed the meeting would be recorded for minute purposes and participation is taken as consent to the meeting rules on the web site.

Open Forum for Participants-

The Chairman to confirm the Council is keen to hear from residents and summarised the necessary time constraints for contributions as detailed on the Meetings page of the PC web site.

One resident discussed at length the current status of a Residents Association on the private Springhill Estate. This was on the agenda and minuted at 2102.08, 3.

To Review the NO MORE PRISONS HERE campaign

A prison objection campaign working party has been formed and has held several meetings, tapping into a wealth of local experience, expertise & qualification within the community, in preparation for the expected Outline Planning Application expected in Feb21. Now needs to gain authority from council to act nimbly and decisively on its behalf. **Minute-** the Chairman identified the members of the Working Group & summarised meeting activity to date – full agreement to act on behalf of Council with ratification to follow at next Council meeting.

Progress to date- A BC cabinet meeting held 25th January resolved to oppose with only one abstention. The MP has committed to oppose.

The Council held an open Preliminary Fact-Finding Meeting on 10th December 2020. All participant comments were in opposition and are posted to the council web site without any editing or omission.

A second meeting was held on 19th January 2021 with over 100 attending [limited due to zoom licence conditions] together with BC County Councillors and our MP.

Third & fourth open meetings were held on 15th & 16th February 21, also with BC County Councillors and our MP in attendance, where residents were updated on the work on-going in preparation for the imminent Outline Planning Application.

Minute: Taken as read. The Chairman summarized the above and urged everyone to await a promised 'tool kit' giving help on how best to make the most effective objections.

Covid19 Status Report.

Updates from Buckinghamshire Council, with links to important, official sources of information, continue to be posted to the Notice Board on the Council web site. Notwithstanding the success of the vaccination programme to date, it remains essential we still keep distanced; keep washing hands; keep wearing a mask until further notice.

The vaccination centre for patients registered to 3 GP practices at Ashcroft, Waddesdon & 3W Health is fully operational at Winslow and major centres are operational in Aylesbury & elsewhere.

The volunteer group remains ready to re-activate should that become necessary. The shop remains a vital community asset and has provided, through the Parish Council.

The community police team remains at full stretch and requests that calls on them be kept to an absolute minimum.

Local surgeries in Waddesdon & Steeple Claydon are open by appointment and in emergency only – use 111 wherever possible or 999 in emergency as usual. **Minute:** taken as read.

2102.01 Attendance and apologies: To note.

Participating. Councillors Moloney (Chair), Benfield (Deputy), Jackman, Hedgecox, Mackenzie, Clerk.

Apologies. BC Councillors Macpherson, Branston, school rep.

Absences.

1 member of the public attended. There were 7 participants in all.

2102.02 Members Interests: Members to be 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.

2102.03 Approval of Minutes; To agree and sign the minutes of the General Meeting of Grendon Underwood Parish Council held on 26th January 2021 as a true & accurate record. No changes to the DRAFT minutes, posted on 30th January 2021, have been requested by the cut-off date. They were taken as read at the meeting such as to allow the minutes to be approved remotely. The Clerk to post as approved with hard copy held pending final ratification when signature is possible. **Minute** – so approved.

2102.04 Regulatory.

i) **Standing Orders, Council Policies, Procedures & Protocols;** to monitor changes. **Minute-** monitoring.

ii) **Other Legislation & NALC Advice;** to monitor changes. **Minute-** the Clerk notified early warning of proposed changes to power to hold remote meetings & underlying objectives of the NPPF.

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2102.05 Finance & Accounts.

- i) Consider the RECEIPTS & PAYMENTS OF ACCOUNTS for the period since last meeting; the Chairman to summarise invoices received and paid by emergency protocol authorisation. Relevant bank statements to be issued with the minutes as usual. The Chairman to confirm status all payments- **Minute-** all up to date; payment so ratified.
- ii) To consider expenses and other claims; Clerk has submitted for laptop upgrade, 365 subs, flyer printing & office consumables. **Minute-** all approved for payment.
- iii) To review Grants – Incoming – under Parish Councils Act 1957, s.1. none current. **Minute:** monitoring
- iv) To review Community Grants – Outgoing – under objective specific legislation - none current; **Minute-** exploring collaborations with school & prison
- v) To consider disposal of old laptop. Offered £114. **Minute-** resolved to accept. Clerk to progress.
- vi) Audits- The Clerk requested consideration to appoint a new Internal Auditor. Cllr Jackman advised Mr Alan Weston currently carries out the Village Hall audit and gave a brief resume. Unanimous to approve. Clerk to arrange in due time.

2102.06 Planning; to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast-track protocol. **Minute-** resolved for all Planning Consultation responses to be in the name of the Council as the Planning Consultee and not by individual councillor.

To consider the planning balance for:

20/04418/APP 2 Feb 21- land adjacent to Ivy Cottage – 5 dwellings. **Minute-**The Clerk has made the submission in good time. Awaiting decision.

2102.07 Environment. To report any issues in respect of:

- a Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages – a resident request to turn lighting off at night or provide some way of preventing glare intrusion has been responded to according to resolution at last meeting **Minute-** the Clerk confirmed resident had been advised of council powers as directed at last meeting- no response. CLOSED. No new reports.
- b Prison road lighting – the Clerk has reported outages on Prison responsible roads and a dangerous pothole. No new reports. CLOSED
- c Verges & Hedges under LGA 1972, ss.101, 111, 112; the footpath along Main Street is still slippery. Bucks Highways have been notified again. **Minute-** clerk conformed reported again to FixMyStreet. Copy circulated.

2102.08 Communications.

1. WITH STAKEHOLDERS

- **Buckinghamshire Council:** Land reclamation at Main Street/ Broadway on hold; **Minute-** noted
Haddenham & Waddesdon Community Board: next meeting in March; Cllr Moloney to represent. **Minute-** email 23Feb21, reply by 3Mar21, requesting £5k but not specifying from whom. Council read that to mean from Parishes. Clerk to submit response for consideration.
Environment & Green Spaces sub-committee: next meeting tba Cllr Moloney to represent. **Minute-** noted.
Highways Safety sub-committee: next meeting tba Cllr Macpherson to participate. **Minute-** noted.
Parish Liaison Meeting: next meeting tba. **Minute-** noted.
Freight Steering Group: next meeting tba. **Minute-** noted
- **Saye & Sele:** Cllr Jackman to report. **Minute-** report received & posted.
- **Village Hall:** Cllr Benfield to report. **Minute-** report received & posted.
- **CCTV Upgrade.** Cllr Jackman to circulate access codes. **Minute-** tba.
- **Community Police Team:** **Minute-** clerk confirmed crime rates for rolling 12 months to Jan21 available on the web site under Stakeholders.
- **HMP Grendon:** contact with Governor re new prison and expressed willingness to support community projects when possible. **Minute-** the Chairman had spoken at length. Very supportive, multiple collaborations proposed, to progress as resource is released from the new prison campaign.
- **School:** Woodland Trust tree project- suspended due to COVID-19. Cllr Jackman to reconnect when possible. **Minute-** detail awaited due to absence. Cllr Jackman has contacted professional tree planter and will progress with school.
- **EfW:** **Minute-** Next meeting March 21. The Chairman to represent. Cllr Macpherson to chair. **Minute-** the Chairman suggested they make a ‘myth buster’ and present at council meetings.

2. WITH INFRASTRUCTURE

Oxford Cambridge Arc- Email from MHCLG, 18Feb21, reconsidering infrastructure & housing along the arc regardless of road. **Minute-** the Government have published an Introduction to the Oxford-Cambridge Arc Spatial Framework, February 2021, at [Planning for sustainable growth in the Oxford-Cambridge Arc \(publishing.service.gov.uk\)](https://www.planning.service.gov.uk/planning-for-sustainable-growth-in-the-oxford-cambridge-arc). Maybe reconnect with opposition group. Monitor proposals closely.

- **HS2/EWR Working Group:** comprising Buckinghamshire County, all Parish councils along the construction route and representatives of both infrastructure project consortia. The HS2 Schedule 17 traffic application (on Council web site) was consented in November 2020 without promised notification to Council. Whilst the Application specifically highlights the pedestrian crossing at the church, across its construction route as it passes through Grendon Underwood, as being particularly dangerous, advised on 19.01.20 was not mentioned to BC by the contractors and will be addressed at next meeting with HS2 contractors. The Road Safety Fund is due to launch 22 February and communications will be issued during the week before. Not received. **Minute-** Clerk & Cllr Jackman had attended informal meeting re church crossing on 19th Feb21 with BC HS2 Road Safety Fund. In spite of submitting the Expression of Interest in Nov19, still

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needed to submit another application, closing date 5May21. Application circulated for approval and submitted on 23Feb21. No projects are expected to commence before end year.

- **UK Power Networks:** nothing to report. **Minute-** noted.
- **Opus Energy:** nothing to report. **Minute-** noted.

3. WITH COMMUNITY

- Springhill- at the last meeting, it was advised a resident's association was being formed. The criteria that PC would need to see in place for recognition of a duly constituted resident group has been advised. This was in progress with an AGM scheduled in Spring and further advice will be forthcoming. **Minute-** the attending resident from Springhill requested advice on how best to acquire the green space on the estate currently owned & maintained by the prison – either through a Residents Association or by the Council.
She confirmed the Residents Association was still in development as previously advised but was at pains to stress her concern that this could be seen as divisive in the parish as the Council should be the common forum for all residents. The Council wholeheartedly agreed and hoped more residents from the estate would feel able to participate in meetings more fully to the common benefit of the whole parish.
Council land acquisition options were discussed at length to include exploring if the prison would do what a residents' association would do anyway & taking a lease of sufficient term as to be acceptable to the MoJ. The Council is minded to support acquiring the land but has tried repeatedly over many years only to be blocked by the Ministry at every approach. It was also pointed out that prior to the Council acquiring land it would need to satisfy itself a credible commitment was in place, at resident level, for its long-term upkeep and the policing of its unauthorised use. It was confirmed the Council has no powers to grant money to individuals, for the exclusive benefit of private property or without matched funding [to demonstrate commitment & fiscal due diligence]. It was also re-confirmed any Association must have a constitution, nominated officers and a bank account. Cash raised by residents or intended for community use should never be held by an individual under any circumstances, for their own safety.
ACTIONS: Cllr Jackman to explore use of S106 money direct to Ministry; AJ to contact governor with a well-developed proposal; Council to enquire re lease with Governor.
- Notice Boards - a new Notice Board is on order to be located at Springhill. **Minute-** due this week.
- Third Generation: Collaboration projects for the over 70s to be explored- **Minute** – not viable under current legislation **CLOSED.**
- To consider Community Green Space options at church. - motion to use council land at church: proposed Cllr Hedgecox, seconded Cllr Mackenzie, unanimously resolved at last meeting. Options & grant funding to be sourced. **Minute** – the Clerk has obtained title deeds from Land Registry. Community Project to be developed.
- Parish Flyer – three NO PRISON HERE flyers printed and distributed by hand to all in Grendon & Springhill – Edgcott have done similar. **Minute-** the Chairman thanked all deliverers. Next flyer with objection 'Toolkit' & Springhill 'Myth Buster' when the Application comes in.
- MVAS/ Speeding/ Go30: suspended pending lifting of restrictions. **Minute-** Cllr Mackenzie to find out where the no speeding boards have gone.
- Fly tipping in layby on Broadway remains problematic: clerk has reported resolution to close the layby at last meeting. BC have advised CCTV not possible at location but will consider signage &/or soil fill to prevent access. The Council will quarantine the bin previously left outside the village hall having been removed from near a Memorial Bench. **Minute-** the Clerk to chase.
- Web site & email: nothing to report. **Minute-** being well received but needs to highlight links in text.
- Gigaclear: nothing to report. **Minute-** noted.

2102.09 Amenities.

- Playground: Cllr Jackman confirmed COVID notices are monitored and compliant as necessary. The approved emergency action plan to be publicised when initiated. **Minute-** tba
- MUGA: start delayed to 2nd quarter 2021 completion end year. To comply with legal requirements of due diligence, transparency, accountably, and independence in the disposition of such large amounts of public money, Council has resolved to oversee the management of this project professionally such as to ensure value for money and the mistakes of the last playground project are not repeated. **Minute-** timing not changed. Cllr Benfield to restart with contractors.
- Defibrillators- **Minute-** satisfactory.

2102.10 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.

To review progress on recruitment of the new clerk; appoint a selection panel. **Minute-** appointment of Clerk advertised legally compliant. Interviews pending. Extra ordinary meeting to be convened to consider recommendation of the sub committee.

2102.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** HMG confirms elections to go ahead in May. Preparations need to be considered next meeting.

2102.12 To confirm date of next meeting; To confirm date as scheduled on 30th March 2021. Status of remote or actual to be considered. **Minute-** so confirmed. Remote.

Meeting closed at 21.22

Signed as a true and accurate record:

Dated:

Cllr K. Moloney, Chairman presiding

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| GRENDON UNDERWOOD PARISH COUNCIL - TRANSACTIONS | | | | |
|--|-------------|--|---------------------|----------------------|
| Transaction Date | Type | Transaction Description | February | 2021 |
| | | | Debit Amount | Credit Amount |
| 01/02/2021 | DD | SALIX LOAN REPAYMENT LED footpath upgrade | £ 10.53 | |
| 01/02/2021 | SO | MARION RYLEY professional services | £ 10.00 | |
| 17/02/2021 | DD | OPUS ENERGY LTD inv70005912 | £ 38.87 | |
| 18/02/2021 | DD | BC AYLESBURY GEN Waste inv506944 | £ 24.70 | |
| 26/02/2021 | FPO | Laptops Direct order 40974237 ASSET-LAPTOP | £ 669.97 | |
| 26/02/2021 | FPO | Microsoft direct OFFICE 365 SUBS | £ 59.99 | |
| 26/02/2021 | FPO | Office Overhead- Viking 523195 £15.47; Cartridge People LA3795572 £49.99; Land Registry 54146 £6, Land Registry 25439 £6; GiffGaff £10 | £ 87.46 | |
| 26/02/2021 | FPO | HMRC - ACCOUNTS | £ 67.60 | |
| 26/02/2021 | FPO | CLERK FEB 2021 SALARY | £ 270.40 | |

APPROVED