



GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to the Parish Clerk on parishclerk@gupc.org.uk
Tel: 0787 368 3043 Web Site: <https://www.gupc.org.uk/>

MINUTES of a GENERAL PARISH COUNCIL MEETING held remotely on 30th June 2020 Starting at 19.30

DRAFT Issue date – 3rd July 2020

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 extra ordinary circumstances.

Emergency legislation is now in force allowing Local Authorities to hold meeting remotely - given the usual quorum requirements for participating Members – and to make decisions, agreements and, under certain circumstances, be legally empowered to make resolutions [for example where emergency crisis funding may be needed in the community]. Remote meeting dates and joining instructions are publicised on the Council web site & noticeboards and posted to social media in due time for residents to also participate remotely subject to free pre-registration

The Chairman brought the meeting to order at 19.30.

As a 1st order of business, to consider allowing the meeting to be recorded for minute purposes only. – it was considered unnecessary at this time

Open Forum for Participants- no participants

Covid19 status report;

The status of Covid19 in Grendon Underwood and across the County remains as reported last meeting, with regular updates being provided from Cllr Tett, CEO of Buckinghamshire Council.

The shop remains a vital community asset providing good support with adequate stocks and an essential delivery service through volunteers.

The community police team are at full stretch and request calls on them be kept to an absolute minimum.

Waddesdon surgery is closed to attendees and calls on them should be in emergency only – otherwise use 111.

The web site contains a message from Council and has links to important, official sources of information.

Minute – the Buckinghamshire Council bulletin provides full updates for Buckinghamshire

2006.01 Attendance and apologies: To note;

Participating; Cllrs Moloney (Chairman - part); Benfield (Chairman – part), Jackman, Mackenzie, Hedgecox, Macpherson.

Apologies; Cllr Branston

Absences; Cllr Shepherd

No member of the public participated.

2006.02 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

2006.03 Approval of Minutes; To agree and sign the minutes of the General Meeting of Grendon Underwood Parish Council held on 26th May 2020 as a true & accurate record. The DRAFT minutes were circulated on 30.05.20 so they could be taken as read at the meeting. There are no changes from circulated, by the cutoff date, to allow the minutes to be approved remotely and posted as approved subject to final ratification of hard copy when this is possible. **Minute** – approved & signed off

2006.04 Regulatory;

i) Standing Orders, Council Policies, Procedures & Protocols; to monitor changes. The Chairman to table the Register sign off sheet as resolved at last meeting. **Minute-** the Register is initialed and on record

ii) Other Legislation & NALC Advice; NALC bulletin LTN 8; Elections & Co-options. NALC Bulletin LTN 87; Procurement. **Minute-** 87 noted for MUGA contractor appointment. NALC has provided latest guidance on re-opening playgrounds after shutdown - Council noted and will incorporate in notices on site. The Clerk was authorised to order an annual inspection.

NALC National Model Code of Conduct consultation circulated 26.06.20 – the Clerk to draft a response.

2006.05 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. **Minute-** June bank transactions are provided.

ii) To consider expenses and other claims - **Minute-** none

iii) To consider status of the External Audit of accounts for Financial Year 2019-20. The RFO to report.

Minute- the RFO confirmed the External Auditor has advised the submission is in order and in process.

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- iv) To consider proposals for disposition of S106 money as requested last meeting to develop a project delivery strategy (and therefore a spend plan). **Minute-** after extended discussion, Cllr Jackman agreed to arrange a meeting between the Council and the Village Hall Charity to thrash out a definitive action plan subject to procedural clarifications from Bucks Council.
- v) To review Grants – Incoming – under Parish Councils Act 1957, s.1, - none pending. **Minute-** noted
- vi) To review Community Grants – Outgoing – under objective specific legislation – to consider contribution to shop. **Minute-** donation of £50 to the village shop appreciation fund approved by resolution.

2006.06 Planning; to review any major developments proposed. To consider Consultee requests awaiting response & to ratify any applications processed by fast track protocol-
Planning Application 20/01871/AGN – barn at Bernwode. Documents late onto planning web site closing 26 June 20. **Minute-** voted to OPPOSE on heritage grounds (on ancient ridge & furrow pasture). There was also concern that the stated purpose did not seem consistent with the location and would require further extensive development to make it viable.

Planning Application 20/02047/APP – Bay Trees garage **Minute-** voted NO OBJECTION

To consider the Buckinghamshire Council – Planning, Growth & Sustainability “Parish & Town Council’s Involvement in Planning Applications” document as published 20/02/2020 & circulated 26.05.20 for comments. There are various changes to the response system, and it was agreed councillors would study the document for decision at this meeting. **Minute-** the Clerk was asked to provide Council with a proposed comment.

2006.07 Environment. To report any issues in respect of:

- a Highways under Highways Act 1980, ss43, 50 (inc footpaths); dangerous state of footpaths; the broken road sign at Saye and Sele Close; remain outstanding; **Minute-** continue to monitor.
- b Footpath Lighting under Parish Councils Act 1957, s.3; To report any outages. The all-day burn outside VH – no fault found. Reported overgrowth onto lights. **Minute-** nothing to report
- c Verges & Hedges under LGA 1972, ss.101, 111, 112; **Minute-** the hedge to the Edgcott side of the prison entrance overgrown. It was confirmed this was a Prison owned field boundary. The Clerk to notify.

2006.08 Communications.

1. with Parish Stakeholders

Matters Arising from correspondence & Open Forum at last meeting.

- **Village Hall:** Cllr Jackman to table a report; Imminent relaxation of lockdown rules - to be considered. **Minute-** the report is received and posted to web site. Cllr Jackman advised it is hoped to open the bar and toilets on Friday evenings only from 10th July with extensive safety measures in place/ meeting to be arranged with Parish Council for disposition of S106 monies/ finances are sound/ new stage curtains to be fitted.
- **Saye & Sele;** Cllr Jackman to table a report; **Minute-** the report is received and available on web site. Cllr Jackman advised that, since his report, the meeting planned for 6th July has been postponed until September 2020 and one grant had been made in period to a resident of Grendon Underwood.
- **Speeding/ Go30;** - email from Edgcott inviting collaboration in the ‘20isPlenty’ initiative to be further investigated. Sentinel requested 27.05.20. **Minute-** Cllr Mackenzie continues to monitor Sentinel availability.
- **Community Police Team;** **Minute-** nothing to report
- **HMP Grendon;** **Minute-** nothing to report.
- **School;** **Minute-** nothing to report.
- **EfW;** nothing to report. **Minute-**

2. with other Authorities & Statutory Bodies

- EWR- **Minute-** nothing to report
OxCam Expressway - **Minute** the original Highways England plan for the road is ‘on hold’. However, there was extreme concern that proposals for 1 million houses across the Arc remain a viable Government aspiration. It was with dismay the Council noted several previously opposed nature groups now seem to have back tracked so they are now in favour. The clerk to draft a response. Advice of how this will be integrated into VALP (or vice-versa) is still outstanding.
HS2- nothing to report **Minute-** Cllr Macpherson was able to confirm provisional HGV traffic movements, through Grendon Underwood, to/from their depot at Calvert has now been submitted, by HS2, to the local authority for approval, at some 72 movements per day. How this is integrated into movements for EWR construction traffic is not clear.
- **Buckinghamshire Council** – Land reclamation on hold; pothole programme on Main Street started. **Minute-** to be monitored

3. with Suppliers

- Web site & email – **Minute-** there was concern the village web site displays a link to the old Parish Council web site address which is now closed. The Clerk has been in touch with the site - response awaited.
Council would like to investigate getting the Council web site more prominent on search engines.
- GM Outdoor; schedules in progress. **Minute-** monitoring

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- UK Power Networks: **Minute-** nothing to report
- Opus Energy: communication from Opus advises new contract start date & prices will be honoured. **Minute-** confirmation received bills issued will be revoked and resubmitted.
- Gigaclear; current zero cost contract continues to May 2021 **Minute-** monitoring

2006.09 Amenities.

- Playground; slide replacement resolution. Use of S106 money is authorised. The RFO to raise PO as funds become available. **Minute-** Cllr Jackman awaits clarifications from Bucks Council. The Clerk to book an annual inspection.
- Memorial waste bins at bench locations; Status of contribution from the community to be confirmed. Latest delivery mid-end July. **Minute-** the status of the community contribution unknown -the Clerk to enquire.
- MUGA; General concern that this project must be managed transparently, accountably and independently and the mistakes of the playground is not repeated. It was agreed therefore to seek individuals, hopefully local, with the necessary skills/experience to project manage the scheme in its entirety through to completion. Councillors would make enquiries and submit names at this meeting. **Minute-** enquiries in progress.
- Defibrillators – email from London Hearts charity, circulated 16.06.20 re grants for units. Location suggestions to be considered. **Minute-** Cllr Benfield was concerned over additional & ongoing costs. But a training day would be well accepted. The Clerk to enquire.

2006.10 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-** nothing to report.

2006.11 Open forum for Members (under adjournment); for Councillors to bring items to go on the agenda, for discussion at the next meeting. **Minute-** nothing requested.

2006.12 To confirm date of next meeting; To confirm date as scheduled on 28th July 2020. Status of remote or actual to be considered. **Minute-** Date confirmed – 28th July 2020. Status confirmed - remote.

The Clerk suggested the usual reasons for not holding an August meeting may not hold for 2020. Voted to hold remote meeting on 25th August - unanimous.

The Chairman closed the meeting at 19.02

Signed: Date:

Cllr K. Moloney, Chairman presiding.

TRANSACTIONS		GRENDON UNDERWOOD PARISH COUNCIL	June	2020
Transaction Date	Trans Type	Transaction Description	Debit Amount	Credit Amount
01/06/2020	DD	ICO SUBS ZA041488	£ 35.00	
01/06/2020	SO	MARION RYLEY Professional Services	£ 10.00	
01/06/2020	FPO	GM OUTDOOR inv1518	£ 90.00	
01/06/2020	FPO	GM OUTDOOR inv1517	£ 5.00	
01/06/2020	FPO	MELANIE ROSE INTERNAL AUDIT 070436	£ 50.00	
01/06/2020	FPO	HMRC	£ 67.60	
01/06/2020	FPO	CLERK MAY 2020 SALARY	£ 70.40	
11/06/2020	DD	OPUS ENERGY LTD inv68530025	£ 44.87	
18/06/2020	FPO	GM OUTDOOR inv1534	£ 85.00	
18/06/2020	FPO	SPARKX LIMITED inv2768 lighting call out	£ 114.00	
18/06/2020	FPO	STEVE FOX 20915 TRACTOR REP	£ 641.74	
18/06/2020	DD	BC AYLESBURY GENWASTE inv 7000439	£ 11.40	
19/06/2020	FPO	Community COVID donation PAUL JACKMAN	£ 50.00	
30/06/2020	FPO	HMRC	£ 67.60	
30/06/2020	FPO	CLERK JUNE 2020 SALARY	£ 270.40	
30/06/2020	FPO	GM OUTDOOR Inv1548	£ 185.00	